

Highlands Borough Mayor & Council Meeting Agenda
Community Center
22 Snug Harbor Avenue, Highlands
Wednesday, July 18th 2019 at 6:30 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

WORKSHOP: 6:30PM
Kevin Settembrino – New Municipal Building Schematics

EXECUTIVE SESSION: 7:00PM
Litigation: Block 56, Lot 13
Attorney-Client Privilege: Shadowlawn Redevelopment
PBA Contract
CBD Zone
Use of Community Center
Gravelly Point Drainage
Contract Negotiations: Forensic Accountant
Personnel DPW Superintendent

REGULAR MEETING: 8:00PM
Call to Order
Pledge of Allegiance
Roll Call

Resolution
R-18-148 Authorize Promotion of Police Officer to Sergeant

Swearing In
Police Sergeant Ian Dobens

Resolution & Public Hearing
R-18-164 Authorize Preparation & Submittal of CDBG Application for Fiscal Year 2019

Consent Agenda
R-18-149 Authorize Release of Maintenance Bond for First Hartford Realty Corp/CVS
R-18-150 Extension of Noise Ordinance for Scuba & the Beast
R-18-151 Support NJ DOT Bus Stops Along Route 36
R-18-152 Approve Change of Location of Disabled Parking Space
R-18-153 Renewal of Liquor License for the 2017-2018 Term
R-18-154 Renewal of Liquor Licenses for the 2018-2019 Term
R-18-155 Approval of Fire Department Membership Application
R-18-156 Support Submission of Application NJDOT's Safe Routes to School Program
R-18-157 Authorize Advertisement to Bid the 2017 Road Improvements to Valley Street
R-18-158 Authorize Advertisement to Bid for an Emergency Sanitary Sewer Repair Contractor

Resolutions

- R-18-159 Authorize Release of Performance Guarantees of Navesink Shore Sandy Hook Bay (Block 101, Lot 27.03)
- R-18-160 Authorize Payment of the Bills
- R-18-161 Approve Request for Waiver of Alcohol Ban for Community Center Rental
- R-18-162 Appoint Part-Time Police Communications Operators
- R-18-163 Authorize Purchase from State Contract
- R-18-165 Authorize Change Order No. 1 for Cedar Street

Ordinances: Introduction & First Reading

- O-18-16 Renaming Paradise Lane to Harbor Side Pointe Road

Ordinances: Public Hearing & Possible Adoption

- O-18-14 Bond Ordinance Providing for Various Capital Improvements & Appropriating \$500,000
- O-18-15 Capital Ordinance Providing for Various Capital Improvements & Appropriating \$500,000

Other Business:

- Engineer's Report
- Administrator's Report
- Police Chief's Report

Public Comments:**Adjourn**

REGULAR MEETING:

The Meeting was called to order at 6:32pm.

Meeting Statement

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.

Roll Call

 X Councilmember Braswell
 X Councilmember Broullon
 X** Councilmember D’Arrigo
 X Councilmember Ryan
 X Mayor O’Neil

Also Present:

 X Bonnie Brookes, Clerk
 X Brian Chabarek, Borough Attorney
 X* Kim Gonzales, Borough Administer
 X Rosa Pace, Deputy Clerk

Workshop

Kevin Settembrino – New Municipal Building Schematics

Mr. Settembrino explained some ideas for the new Borough Hall building and discussed square footage, parking, and the various sections of the building. Councilmember Ryan expressed concern over the traffic pattern for the property in regard to Route 36.

*Ms. Gonzales entered the meeting at 6:40pm.

Mr. Settembrino noted that this was only the first draft which included the First Aid Squad as part of the building. Council discussed moving the First Aid Squad to the location of the current Borough Hall trailer. Council inquired about having the meeting room also being a court room which Mr. Settembrino discussed the options available to them.

**Councilmember D’Arrigo entered the meeting at 6:52pm.

Council brought up the idea of a green roof which Mr. Settembrino noted the structural and financial impacts of such. Mayor O’Neil pointed out that the south side of the building will require noise and light dampening for the residents. Council continued to discuss with Mr. Settembrino the first draft which was presented to them and how they wanted things changed. Mr. Settembrino provided the Council with a rough estimate of the costs for the building, with and without certain features.

Executive Session

Litigation: Block 56, Lot 13
Attorney-Client Privilege: Shadowlawn Redevelopment
PBA Contract
CBD Zone
Use of Community Center
Gravelly Point Drainage
Contract Negotiations: Forensic Accountant
Personnel DPW Superintendent

Motion to Approve Resolution to Enter into Executive Session:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | | X | | | |
| D'ARIGGO | | | X | | | |
| RYAN | | X | X | | | |
| O'NEIL | X | | X | | | |

The Resolution to enter executive session was properly approved.

Council Entered into Executive Session at 7:09pm.

Council Exited Executive Session at 8:17pm.

Regular Meeting

Council returned to Public Session at 8:21pm.

Meeting Statement

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.

Pledge of Allegiance

Lead by Mayor O'Neil.

Roll Call

- X Councilmember Braswell
- X Councilmember Broullon
- X Councilmember D'Arrigo
- X Councilmember Ryan
- X Mayor O'Neil

Also Present:

- X Bonnie Brookes, Clerk
- X Brian Chabarek, Borough Attorney
- X Patrick DeBlasio, CFO
- X Kim Gonzales, Borough Administrator
- X Ed Herrman, T&M Associates
- X Rosa Pace, Deputy Clerk

Resolution

R-18-148 Authorize Promotion of Police Officer to Sergeant

Motion to Approve Resolution 18-148:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | X | X | | | |
| O'NEIL | X | | X | | | |

Resolution 18-148 was properly approved.

Swearing In

Police Sergeant Ian Dobens was sworn in my Mayor O’Neil.

Resolution & Public Hearing

R-18-164 Authorize Preparation & Submittal of CDBG Application for Fiscal Year 2019

Drew Pavlick of CME Associates informed the Council on the process and the project. Councilmember Broullon inquired if it could include street calming which Mr. Pavlick stated he would investigate.

The meeting was open to the public. Seeing no public wishing to speak, the meeting was closed to the public.

Motion to Approve Resolution 18-164:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | X | | X | | | |
| D’ARRIGO | | | X | | | |
| RYAN | | X | X | | | |
| O’NEIL | | | X | | | |

Resolution 18-164 was properly approved.

Consent Agenda

- R-18-149 Authorize Release of Maintenance Bond for First Hartford Realty Corp/CVS
- R-18-150 Extension of Noise Ordinance for Scuba & the Beast
- R-18-151 Support NJ DOT Bus Stops Along Route 36
- R-18-152 Approve Change of Location of Disabled Parking Space
- R-18-153 Renewal of Liquor License for the 2017-2018 Term
- R-18-154 Renewal of Liquor Licenses for the 2018-2019 Term
- R-18-155 Approval of Fire Department Membership Application
- R-18-156 Support Submission of Application NJDOT’s Safe Routes to School Program
- R-18-157 Authorize Advertisement to Bid the 2017 Road Improvements to Valley Street
- R-18-158 Authorize Advertisement to Bid for an Emergency Sanitary Sewer Repair Contractor

Motion to Approve the Consent Agenda:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | X | | X | | | |
| D’ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O’NEIL | | X | X | | | |

The Resolution to approve the consent agenda was properly approved.

Resolutions

R-18-159 Authorize Release of Performance Guarantees of Navesink Shore Sandy Hook Bay (Block 101, Lot 27.03)

Motion to Approve Resolution 18-159:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | X | | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | X | X | | | |
| O'NEIL | | | X | | | |

Resolution 18-159 was properly approved.

R-18-160 Authorize Payment of the Bills

Motion to Approve Resolution 18-160:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | X | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | X | | X | | | |

Resolution 18-160 was properly approved.

R-18-161 Approve Request for Waiver of Alcohol Ban for Community Center Rental

Motion to Approve Resolution 18-161:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | X | | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | | X | X | | | |

Resolution 18-161 was properly approved.

R-18-162 Appoint Part-Time Police Communications Operators

Motion to Approve Resolution 18-162:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | X | X | | | |
| O'NEIL | X | | X | | | |

Resolution 18-162 was properly approved.

R-18-163 Authorize Purchase from State Contract

Motion to Approve Resolution 18-163:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | X | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | X | | X | | | |

Resolution 18-163 was properly approved.

R-18-165 Authorize Change Order No. 1 for Cedar Street

Motion to Approve Resolution 18-165:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | X | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | X | | X | | | |

Resolution 18-165 was properly approved.

Ordinances: Introduction & First Reading

O-18-16 Renaming Paradise Lane to Harbor Side Pointe Road

Motion to Introduce Ordinance 18-16:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | X | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | X | | X | | | |

Ordinance 18-16 was properly introduced. The public hearing will be held on August 15th, 2018.

Ordinances: Public Hearing & Possible Adoption

O-18-14 Bond Ordinance Providing for Various Capital Improvements & Appropriating \$500,000

The meeting was opened to the public. Seeing no public wishing to speak, the meeting was closed to the public.

Motion to Adopt Ordinance 18-14:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | X | | X | | | |
| BROULLON | | | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | | X | X | | | |

Ordinance 18-14 was properly adopted.

O-18-15 Capital Ordinance Providing for Various Capital Improvements & Appropriating \$500,000

The meeting was opened to the public. Seeing no public wishing to speak, the meeting was closed to the public.

Motion to Adopt Ordinance 18-15:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | X | X | | | |
| BROULLON | X | | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | | | X | | | |

Ordinance 18-15 was properly adopted.

Other Business

Engineer's Report

Mr. Herrman updated the Council and public on the status of several projects including: the completion of the 2017 Roads Project, electric for Veterans' Park, police sewer connection, FEMA grant, and flat valves. He also informed the Council on common questions the Zoning Office had been receiving.

Councilmember D'Arrigo explained to the public the process for speaking to homeowner's insurance companies in regard to the new flood maps.

Administrator's Report

Ms. Gonzales reported on upcoming Borough events and noting the dates of each. She updated the public on jetting of sewer lines, the Valley Street Drainage Project, in addition to, the paving and milling of several roads and a Borough parking lot.

Ms. Gonzales noted that the County would be repaving Bay Avenue in the new future. Mr. Herrman recommended that anyone on Bay Avenue that will need to do work which will involve opening the street should do it soon.

Mayor O'Neil commented that multiple streets will be restriped. He provided an update on drainage projects and added that there is a problem with the sanitary sewer which is their top priority to solve. Mayor O'Neil recognized the hard work put into the summer concerts.

Councilmember Brouillon introduced Deputy Clerk & Cashier Rosa Pace. Mayor O'Neil stated what her responsibilities would include.

Councilmember Braswell announced that in the last ten (10) months there has been more drainage improvements than the last decade.

Mayor O'Neil informed the public that the Borough is working on solving the Monmouth Hills issue.

Councilmember D'Arrigo listed the upcoming Recreation programs and provided an update on Summer Camp registration. Mayor O'Neil stated that cameras would be installed at the Community Center.

Police Chief's Report

Chief Burton stated that there is a lot of ongoing construction and encouraged all to pay attention.

Open the meeting to the Public for Comment

Name: Tom Kiely

Address: John Street, SummerHouse Partner

Thanked the Council for fixing Jackson Street and inquired on the status of the duckbills. Mayor O'Neil stated it was complete and Councilmember Braswell noted the success of the duckbills in the last storm. Mr. Kiely asked when Cornwell and Jackson Streets would be fixed to which the Mayor responded the following week it would be done.

Name: Luke Bollerman

Address: Sandy Hook Bay Marina

Thanked the Council for assisting in closing out the project. Mayor O'Neil thanked him for repairing Willow Street.

Name: Jacklyn Shaw

Address: Sandpiper Condos

Presented the Council a petition from the residents of Sandpiper Condos requesting a parking spot be removed as it is causing unsafe conditions and abstracting views when turning. Chief Burton stated that it would be looked at. Ms. Shaw explained to the Council the traffic problems on Shore Drive caused by commuters and trespassing on their property. Ms. Gonzales stated that she also would investigate the situation.

Name: Trisha Rivera

Address: Waterwitch Avenue

Inquired what the discussion on Captain's Cove was in the Executive Session. Mayor O'Neil informed her that the conversation was on redevelopment. Ms. Rivera questioned if the CDBG could be used to aid in correcting the Route 36 runoff problem. Ms. Gonzales asked that Ms. Rivera call her the following day at which time she would provide her an update.

Ms. Rivera expressed concern over the building of larger structures would strain the Borough's sewer system with all the additional bathrooms. She also informed the Council of a streetlight which was out, reported to JCP&L and had not be fixed, in addition to, a fallen stop sign. She also suggested putting a four (4) way stop at Waterwitch and Bay Avenues.

Name: Steve Solop

Address: Bay Avenue

Requested an update on moving the location of Heroin Anonymous meeting. Councilmember Broullon commented that they have been working with the groups leader to look at other options.

Name: Jerry Feliciano

Address: North Peak Street

Asked the Council if trees could be trimmed so the Twin Light could be seen. Mayor O'Neil stated that it is State property and the Borough would ask them.

The meeting was closed to the public.

Motion to Adjourn the meeting:

| | INTROUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|-----------|----------|-----|-----|---------|--------|
| BRASWELL | | | X | | | |
| BROULLON | | X | X | | | |
| D'ARRIGO | | | X | | | |
| RYAN | | | X | | | |
| O'NEIL | X | | X | | | |

The meeting was adjourned at 8:25pm.