

Mayor & Borough Council Meeting Minutes
Community Center - 22 Snug Harbor Avenue - Highlands
Wednesday, July 19, 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.

Call to Order
Meeting Statement
Roll Call
Executive Session Resolution

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Approval of Minutes: June 21st 2017
June 30th 2017

Public Comment on Resolutions:

Resolution

R-17-144 Appointment of Police Officers

Swearing in of Officers

Consent Agenda

R-17-135 2016-2017 Liquor License Renewal
R-17-136 2017-2018 Liquor Licenses Renewal
R-17-137 Appoint Donna Conrad as Deputy Registrar
R-17-140 Authorizing Refund of Tax & Sewer Fee Overpayments
R-17-141 Approve Disabled Parking Space
R-17-142 Authorizing an Extension to Pay Taxes to Aug. 25th 2017
R-17-146 Adopt Flexible Spending Plan for Insurance

Resolutions

R-17-138 Authorizing Electronic Tax Sale
R-17-139 Authorizing Emergency Contracts Linden Avenue Sanitary Sewer Line
R-17-143 Authorizing Payment of the Bills
R-17-145 Authorizing Release of Performance Guarantee

Other Business:

Proclamation
Administrator's Update
Beach Update
Shared Service Update

Public Comments:

Adjourn:

Mayor & Borough Council Meeting Minutes
Community Center - 22 Snug Harbor Avenue - Highlands
Wednesday, July 19, 2017
8:00 p.m.

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance

ROLL CALL:

Present: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil
Absent: None
Also Present: Bonnie Brookes, Deputy Borough Clerk
Brian Chabarek, Borough Attorney
Patrick DeBlasio, CFO
Brian Geoghegan, Administrator
Dale Leubner, Zoning Officer
Mark Philpot, Superintendent of Public Works

Approval of Minutes: June 21, 2017 - Regular Meeting

Councilmember Broullon offered a motion to approve the meeting minutes of June 30th 2017 and was seconded by Councilmember Wells.

ROLL CALL:

AYE: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

The June 21, 2017 meeting minutes have been properly approved.

Approval of Minutes: June 30, 2017 - Special Meeting

Councilmember Broullon offered a motion to approve the meeting minutes of June 30th 2017 and was seconded by Councilmember Wells.

ROLL CALL:

AYE: Councilmembers Broullon, Wells & Mayor O'Neil (3)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: Councilmembers Broullon & D'Arrigo (2)

The June 30, 2017 meeting minutes have been properly approved.

Public Comment on Resolutions:

Mayor O'Neil opened the meeting to public comments. With no one present wishing to speak, Mayor O'Neil closed the meeting for public comments.

Resolution

R-17-144 Appointment of Police Officers: Daniel Flannigan & Kevin O'Donnell

Councilmember Card offered a motion to approve this Resolution R-17-144 and was seconded by Councilmember D'Arrigo.

ROLL CALL:

AYE: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

R-17-144 has been properly approved.

Swearing in of Officers

Mayor O'Neil administered Mr. O'Donnell's Oath of Office followed by Mr. Flannigan's Oath of Office. The Mayor and Council congratulated the new officers.

Mayor & Borough Council Meeting Minutes
Community Center - 22 Snug Harbor Avenue - Highlands
Wednesday, July 19, 2017
8:00 p.m.

Consent Agenda

- R-17-135 2016-2017 Liquor License Renewal**
- R-17-136 2017-2018 Liquor Licenses Renewal**
- R-17-137 Appoint Donna Conrad as Deputy Registrar**
- R-17-140 Authorizing Refund of Tax & Sewer Fee Overpayments**
- R-17-141 Approve Disabled Parking Space**
- R-17-142 Authorizing an Extension to Pay Taxes to Aug. 25th 2017**
- R-17-146 Adopt Flexible Spending Plan for Insurance**

Councilmember Wells offered a motion to approve the Consent Agenda and was seconded by Councilmember Card.

ROLL CALL:

AYE: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

The consent agenda has been properly approved.

Resolution

R-17-138 Authorizing Electronic Tax Sale

Councilmember Card offered a motion to approve resolution R-17-138 and was seconded by Councilmember Broullon.

ROLL CALL:

AYE: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

R-17-138 has been properly approved.

Resolution

R-17-139 Authorizing Emergency Contracts Linden Avenue Sanitary Sewer Line

Councilmember Broullon offered a motion to approve resolution R-17-139 and was seconded by Councilmember Wells.

ROLL CALL:

AYE: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

R-17-139 has been properly approved.

Resolution

R-17-143 Authorizing Payment of the Bills

Councilmember Wells offered a motion to approve resolution R-17-143 and was seconded by Councilmember Broullon.

ROLL CALL:

AYE: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

R-17-143 has been properly approved.

Resolution

R-17-145 Authorizing Release of Performance Guarantee

Councilmember Card offered a motion to approve resolution R-17-145 and was seconded by Councilmember Broullon.

ROLL CALL:

AYE: Councilmembers Broullon, Card, D'Arrigo, Wells & Mayor O'Neil (5)

NAY: None (0)

Mayor & Borough Council Meeting Minutes
Community Center - 22 Snug Harbor Avenue - Highlands
Wednesday, July 19, 2017
8:00 p.m.

ABSENT: None (0)

ABSTAIN: None (0)

R-17-145 has been properly approved.

Other Business:

Proclamation in Recognition of Dale R. Leubner & T&M Associates

Mayor O'Neil read the proclamation in full and presented it to Mr. Leubner.

Administrator's Update

Mr. Geoghegan reported on the status of the Veterans Park electric installation, the Borough's new emergency alert system Nixle, Highlands Borough School's sewer issue, the status of the beaches, and various paving projects.

Shared Services

Councilmember Broullon stated that the Council did speak with Middletown concerning the possibility of a shared service for police but found that it was not a good fit for Highlands. She affirmed the Council's support of the Borough's Police Department.

Washington DC

Councilmember D'Arrigo informed the public that she was chosen to be part of a fourteen-state delegation in Washington D.C. to address the impact of FEMA and flood insurance on storm survivors. She asked the residents to pass on any concerns they would like her to discuss.

Public Comments:

Mayor O'Neil opened the meeting to the public for comment.

Barry Heffernan, President of Tribar Services Inc., stated that his company just completed drainage basin repairs on Valley Street. He reviewed with the Council how Tribar got involved with the project, the extra work conducted at no charge, and the instructions they were provided by the Borough. He expressed concern over the delay in payment for the work.

Council instructed Mr. Heffernan to supply the Borough with a detailed invoice for the work as they had not received on at that time. In addition, they stated it would be inspected by Borough Officials to ensure the work was completed to their satisfaction.

Chris Francy, Fifth Street, asked why the Valley Street improvements sewer were not being moved on at this meeting. Council discussed the scale of the sewer project and how to move forward, along with the conditions of the current pipes. They debated the pros and cons of breaking the larger project into smaller ones and starting with Valley Street. Mr. Heffernan commented that while conducting his work it was noted that the pipes were in good condition and the Borough should scope them to determine if the work was required. The Council directed Dale Leubner of T&M Associates to move forward with the Valley Street part of the project.

Acting Chief Burton informed the public that the Highlands Police Department would be hosting National Night Out on August 1st at the Snug Harbor Beach and invited all.

Norman Hagman, informed the Council of the problems that residents were having with Seastreak patrons parking too close to their driveways. Acting Chief Burton addressed his concerns.

Dale Leubner, T&M Associates, noted that he is currently reviewing Seastreak's zoning approvals.

Mayor O'Neil closed the meeting to the public.

Adjourn:

The meeting was adjourned at 9:05 pm.

Approval of the Minutes

Mayor & Borough Council Meeting Minutes
Community Center - 22 Snug Harbor Avenue - Highlands
Wednesday, July 19, 2017
8:00 p.m.

A motion to approve the Minutes of July 19th 2017 was made by Councilmember Broullon and seconded by Councilmember Wells.

AYE: Councilmember Broullon, D'Arrigo, Wells & Mayor O'Neil (4)
NAY: None (0)
ABSENT: Councilmember Card (1)
ABSTAIN: None (0)

I, Bonnie Brookes, Deputy Municipal Clerk of the Borough of Highlands, in the County of Monmouth, State of New Jersey, hereby certify this to be the action of the Governing Body at its meeting held September 6th 2017.

Approve: 
Richard W. O'Neil, Mayor

Attest: 
Bonnie Brookes RMC, Deputy Clerk

