

Mayor & Council Meeting Minutes  
Community Center – 22 Snug Harbor – Highlands  
Wednesday, August 17, 2016  
7:00 PM

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**

Personnel:	Borough Hall Staffing
Litigation :	Baymen's Litigation
Contract Negotiation:	Streetscape Phase 2
Attorney-Client Privilege:	Social Media

Call to Order  
Pledge of Allegiance  
Roll Call

**REGULAR MEETING: 8:00pm**

**PUBLIC COMMENT** – Resolutions

**Resolutions:**

R-16-170 - Authorizing the Promotion of a Police Officer

**Consent Agenda:**

Payment of Bills (Complete Copy available for public at Clerks Office & [www.highlands.nj.us](http://www.highlands.nj.us))

R-16-162 - Authorizing Disposal of Surplus Equipment Through GovDeals Auction

R-16-164 - Bond Reduction, Pulte Homes

R-16-165 - Authorizing 1 Year Extension to M&S Waste Contract

R-16-167 - Authorizing Agreement with Twin Lights Condo Association

R-16-168 - Awarding Contract – COAH Counsel, Gluck Walrath, LLP

R-16-169 - Appointing Part-Time Crossing Guard

R-16-174 - Awarding Contract for Website Hosting and Maintenance

R-16-175 - Appointing Full-Time Cashier

R-16-176 - Appointing Temporary Administrative Secretary

R-16-178 - Grand Tour - Right-of-Way

R-16-179 - Raffle Application

R-16-180 - Renewal Monmouth Joint Insurance Fund

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**Resolutions:**

- R-16-163 - Authorizing Application to Open Space Trust Fund
- R-16-166 - Approving Payment of Unused Sick Leave - Tim Hill
- R-16-171 - Awarding Phase 2 - Bay Avenue Streetscape Project
- R-16-172 - Authorizing Planning Board to Investigate Whether Block 105.107, Lot 1.1 Qualifies for Designation as an Area in Need of Redevelopment
- R-16-173 - Delegating Authority of (NTE) \$572,000 Refunding Bond and Sale to MCIA
- R-16-177 - Emergency Temporary Budget

**Ordinances: Introduction**

- O-16-16 - Snow Removal
- O-16-17 - South Bay Avenue Pump Station - No Parking

**Ordinances: Public Hearing & Possible Adoption**

- O-16-13 - Bond Refunding Ordinance (NTE) \$572,000
- O-16-15 - Amend Streetscape Bond Ordinance

**Other Business:**

**Public Portion:**

**Adjourn:**

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**REGULAR MEETING:** 8:00pm

Call to Order  
Pledge of Allegiance

**ROLL CALL:**

**Present:** Councilmembers Broullon, Card, D'Arrigo, Kane-Wells & Mayor Nolan

**Absent:** Councilmember Kane-Wells

**Also Present:** Dwayne Harris, Acting Borough Clerk

Brian Geoghegan, Administrator

Brian Chabarek, Borough Attorney

Patrick DeBlasio, CFO

Dale Leubner, Zoning Officer

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**RESOLUTIONS:**

R-16-170 - Authorizing the Promotion of a Police Officer

Mayor Nolan read this resolution into the record. A motion to approve R-16 was offered by Mayor Nolan and was seconded by Ms. Broullon.

**ROLL CALL:**

**Ayes:** Councilmembers Broullon, Card, D'Arrigo, Mayor Nolan (4)

**Nays:** None (0)

**Abstain:** None

**Absent:** Councilmember Kane-Wells (1)

R-16-170 has been properly approved.

Mayor Nolan swore in Police Sargent Siegle.

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R-16-172 - Authorizing Planning Board to Investigate Whether Block 105.107, Lot 1.1

Mayor Nolan tabled R-16-172 until the September 7th 2016 meeting and the board received further information regarding this matter.

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**Public Comment on Resolutions**

Mayor Nolan opened the meeting for comment.

**Kim Skorka**, Shore Drive, questioned the gas bills for the condemned borough hall building and why are these still being paid. Mr. Geoghegan explained the situation and noted that it was being addressed.

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Ms. Skorka stated that she was aware they had to pay this bill but asked for the Council to be more aware of the contracts they sign in the future. Mayor Nolan explained that new contracts do not contain such agreements and noted that there are still some contracts that will have to be honored. He also informed the public on a lot of the caps now in law.

**Annemarie Tierney**, Shrewsbury Avenue, asked if this amount of sick time was something accrued? Mayor Nolan discussed this issue with her further.

**Mary Saltzman**, Snug Harbor Avenue, asked why was sick allowed to accrue to one lump payment instead of paying a smaller amount after five years. Mr. Chabarek replied that Mr. Hill accrued over 2,700 hours of sick leave over the years he was with the borough, and it was part of his contract agreement. He added that Mr. Hill signed a release that he would get no more payments from the borough.

**Kim Skorka** asked if the agreement meant that Mr. Hill wasn't getting pension benefits. Mr. Chabarek explained that this is separate from the pension.

**Barbara Ianucci**, Shrewsbury Avenue, asked if an ordinance could be put in place to prevent this. Mayor Nolan responded that this would have to be part of collective bargaining agreement.

**Carol Bucco**, Shore Drive, asked if there was limit to the amount an employee could receive. Mayor Nolan and Patrick DeBlasio stated that it was according to contract agreement, salary and position.

Ms. Bucco asked who the contract was awarded to for website hosting. Mr. Chabarek provided details of the resolution. Mayor Nolan stated it would not be ShoreGraFX which Councilmember Broullon pointed out that ShoreGraFX declined to put in a proposal for the contract.

Ms. Bucco inquired about R-16-178. Mr. Leubner and Mr. Chabarek explained this was to allow an existing structure that extended into the roadway to continue to exist. Mayor Nolan clarified that R-16-176 was part of a Workforce Development program where 50% of the employee's first six months of salary would be reimbursed by the program. Mrs. Bucco asked for details on R-16-175. Mayor Nolan stated that the borough was hiring Donna Conrad full-time.

**Mike Mahoney**, address unknown, thanked the borough for all the great years in Highlands and suggested adding a fence at the beaches.

**Donna O'Callaghan**, South Bay Avenue, asked about Streetscape and if anything would apply to South Bay Avenue. Mayor Nolan stated that they are during Streetscape in phases.

Mayor Nolan closed the meeting to the public.

**Consent Agenda:**

- Payment of Bills (Complete Copy available at Clerks Office and at [www.highlands.nj.us](http://www.highlands.nj.us))
- R-16-162 - Authorizing Disposal of Surplus Equipment Through GovDeals Auction
- R-16-164 - Bond Reduction for Pulte Homes
- R-16-165 - Authorizing 1 Year Extension to M&S Waste Contract

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R-16-167 - Authorizing Agreement with Twin Lights Condo Association  
R-16-168 - Awarding Contract – COAH Counsel, Gluck Walrath, LLP  
R-16-169 - Appointing Part-Time Crossing Guard  
R-16-174 - Awarding Contract for Website Hosting and Maintenance  
R-16-175 - Appointing Full-Time Cashier  
R-16-176 - Appointing Temporary Administrative Secretary  
R-16-178 - Grand Tour - Right-of-Way  
R-16-179 - Raffle Application  
R-16-180 - Renewal Monmouth Joint Insurance Fund

A motion to approve the consent agenda was offered by Mayor Nolan and was seconded by Councilmember Broullon.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)  
**NAY:** None (0)  
**ABSENT:** Councilmember Kane-Wells (1)  
**ABSTAIN:** None (0)

The consent agenda has been properly approved.

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**Resolutions**

R-16-163 - Authorizing Application to Open Space Trust Fund

Brian Chabarek read this resolution for the record. A motion to approve R-16-163 was offered by Councilmember D'Arrigo and was seconded by Councilmember Card.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)  
**NAY:** None (0)  
**ABSENT:** Councilmember Kane-Wells (1)  
**ABSTAIN:** None (0)

R-16-163 has been properly approved.

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R-16-166 - Approving Payment of Unused Sick Leave - Tim Hill

A motion to approve this R-16-166 was offered by Mayor Nolan and was seconded by Councilmember D'Arrigo.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)  
**NAY:** None (0)  
**ABSENT:** Councilmember Kane-Wells (1)  
**ABSTAIN:** None (0)

R-16-166 has been properly approved.

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R-16-171 - Awarding Phase 2 of the Bay Avenue Streetscape Project

A motion to approve R-16-171 was offered by Mayor Nolan and was seconded by Councilmember Broullon.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)

**NAY:** None (0)

**ABSENT:** Councilmember Kane-Wells (1)

**ABSTAIN:** None (0)

R-16-171 has been properly approved.

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R-16-173 - Delegating Authority of (NTE) \$572,000 Refunding Bond and Sale to MCIA

A motion to approve R-16-173 was offered by Councilmember Card and was seconded by Mayor Nolan.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)

**NAY:** None (0)

**ABSENT:** Councilmember Kane-Wells (1)

**ABSTAIN:** None (0)

R-16-173 has been properly approved.

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R-16-177 - Emergency Temporary Budget

Patrick DeBlasio explained the need for this resolution. A motion to approve R-16-177 was offered by Councilmember Card and was seconded by Mayor Nolan.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)

**NAY:** None (0)

**ABSENT:** Councilmember Kane-Wells (1)

**ABSTAIN:** None (0)

R-16-177 has been properly approved.

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**Ordinances: Introduction**

O-16-16 - Snow Removal

Mayor Nolan asked Brian Geoghegan if processes are in place to make sure we have people who can do the snow removal. Mayor and council discussed snow removal at length. Councilmember Broullon suggested a sign-up sheet.

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A motion to introduce Ordinance 16-16 was offered by Councilmember Card and was seconded by Councilmember D'Arrigo.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, & D'Arrigo (3)  
**NAY:** Mayor Nolan (1)  
**ABSENT:** Councilmember Kane-Wells (1)  
**ABSTAIN:** None (0)

O-16-16 has been properly introduced and there will be up for second reading, public hearing, and possible adoption at the September 21, 2016 meeting.

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O-16-17 - South Bay Avenue Pump Station - No Parking

A motion to introduce this Ordinance 16-17 was offered by Mayor Nolan and was seconded by Councilmember Card.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)  
**NAY:** None (0)  
**ABSENT:** Councilmember Kane-Wells (1)  
**ABSTAIN:** None (0)

O-16-17 has been properly introduced and there will be a second reading, public hearing, and possible adoption at the September 6th 2016 meeting.

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**Ordinances: Public Hearing & Possible Adoption**

O-16-13 - Bond Refunding Ordinance (NTE) \$572,000

Mayor Nolan opened the meeting to the public.

**Carol Bucco**, Shore Drive, stated that she did not understand the importance of this ordinance. Mr. DeBlasio stated that this ordinance like a refinancing and a savings to the borough.

Mayor Nolan closed the meeting to the public.

A motion to adopt Ordinance 16-13 was offered by Councilmember Card and was seconded by Councilmember Broullon.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)  
**NAY:** None (0)  
**ABSENT:** Councilmember Kane-Wells (1)  
**ABSTAIN:** None (0)

O-16-13 has been properly adopted.

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O-16-15 - Amend Streetscape Bond Ordinance

Mayor Nolan opened the meeting to the public.

**Barbara Iannucci**, Shrewsbury Avenue, asked about the electrical portion and why it was being put in without lights. Mayor and Council informed the public that it did already include the lights.

A motion to adopt this ordinance was offered by Councilmember Card and was seconded by Councilmember Broullon.

**ROLL CALL:**

**AYE:** Councilmembers Broullon, Card, D'Arrigo, & Mayor Nolan (4)

**NAY:** None (0)

**ABSENT:** Councilmember Kane-Wells (1)

**ABSTAIN:** None (0)

O-16-15 has been properly adopted.

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**Public Portion:**

Mayor Nolan opened the public portion.

**Barbara Iannucci**, Shrewsbury Avenue, asked what the consequences and liability would be for the borough of having no snow removal ordinance. Mayor Nolan explained why this is being done in September.

**Kim Skorka**, Shore Drive, questioned the public parking or lack thereof in front of the old borough hall. Councilmember Card noted that Code Enforcement and the Police Department are aware of the situation and are addressing it.

Ms. Skorka commented on the idea of fencing off Snug Harbor beach and inquired if the property belongs to the borough which Councilman Card responded.

**Donna O'Callaghan**, South Bay Avenue, came to thank Mr. Geoghegan for an enjoyable conversation and thanked council and the new DPW supervisor for their work.

**Carol Bucco**, Shore Drive, informed the Council that the police directing traffic in favor of cars parked in the ferry lot over the resident traffic which Mr. Geoghegan explained.

Ms. Bucco discussed the August 5<sup>th</sup> Two River Times article regarding Tilt-Up which she claims was incorrect. She also spoke about employees being behind in their sewer bills and asked that their wages be garnished.

Mr. Chabarek stated that payment is not a condition of employment and noted that the property would go to tax sale or liens which are sold against a property. Mr. DeBlasio noted that this is done by computer and it doesn't matter who the individual is.

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**Christian Lee**, Navesink Avenue, requested the opportunity to meet with a state official regarding snow removal on the Highway 36. Mr. Geoghegan offered to meet with Mr. Lee and the DPW supervisor to discuss this further.

**Lori Nolan**, Snug Harbor Avenue, requested clarification on the use of the public parking lot on Bay Avenue. Mayor Nolan stated that this was referring to individuals who used the public parking lots like personal parking spaces and people who parked in these lots overnight. Ms. Nolan insisted that the use of public parking lots should be used by the public, be closed off, or have signs that specify parking hours.

Ms. Nolan stated that she agrees with Ms. Bucco that yellow lines need to be painted on the street corners. Mr. Leubner stated that the painting of the corners would be included in phase two of the Streetscape project and Councilmember Brouillon explained that this would delineate the location of street corners.

**Carol Bucco** interjected that there are no regulations regarding yellow lines and driveways explaining that when attempting to repaint them they ended up in court.

**Lori Nolan** asked the Council to ensure that borough property is properly maintained with snow removal and the weeding which the Council discussed her.

**John Reig**, Center Street, stated that the restaurants in his neighborhood diminish his quality of life in the summer due to the parking issues it creates. Mr. Reig also concerns about the unsanitary conditions and noise issues caused by restaurant patrons leaving when the bars close. Council discussed Mr. Reig's concerns with him.

**Unknown Resident**, stated that she saw the transcripts where the restaurant owner in question swore they are operating a family style restaurant with a limited number of patrons and employees. She continued that the restaurant got a variance for parking spaces based on that testimony and claimed they had 600 patrons on their opening night. She added that neighborhood has been a nightmare since. Council discussed the resident's concerns.

**Unknown Resident**, complained about restaurant employees parking on South Bay Avenue. She requested that parking lines be painted in the public lots. Councilmember Card explained that Mr. Geoghegan has experience with parking issues and would be working with Chief Blewett to ensure there is greater enforcement. Council discussed the impact of commercial property in residential areas.

**Arnie Fuog**, Valley Street, stated that he has offered a quarter of an acre if his garden for the use of parking until the property is sold. Councilmember Card thanked Mr. Fuog.

**John Digaletos**, Valley Avenue, informed the Council that since May the street has been caving in and it continues to grow. Councilmember Card stated that the State is aware of the problem and the Borough will follow up with them. Mayor Nolan asked Mr. Leubner for an estimate to fix the problem to be sent to the State.

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Mr. Digaletos requested that a “Dead End” sign be placed on his street. Mayor Nolan stated that Council would have an update for him at an upcoming meeting. Mr. Digaletos asked if there was a way to fix the flooding issue on his street.

**Andrew Daino**, Miller Street, asked about status of the OLPH property noting he has seen a lot of activity on the property. Mr. Chabarek stated that the borough has studied the property for a possible location of the new borough hall. Mayor Nolan added that he hoped more information could be released soon.

**Kim Skorka**, Shore Drive, asked if there was more information on another Borough who was interested in the Tilt-Up. Mayor Nolan stated that the Council is working with the other Borough and hope to have a resolution soon. The Council continued to discuss this issue with the public.

**Unidentified Resident**, called for a resolution to the removal for Tilt-Up. Mayor Nolan noted that somethings cannot be discussed at this time.

The unidentified speaker stated that the Clam Festival this year was wonderful and praised the show put on by the children. She also suggested sending out information on snow removal with the tax bills.

**Unidentified Resident** inquired if the Tilt-Up could be moved. He also commented on the Borough’s snow removal in the past.

Mayor Nolan closed the public portion.

The Meeting was adjourned at 9:38pm.

**Adjourn:**

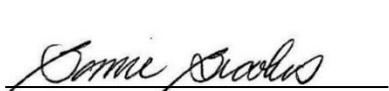
**Approval of the Minutes**

A motion to approve the Minutes of August 17<sup>th</sup> 2016 was made by Councilmember Kane-Wells and seconded by Councilmember Broullon.

**AYE:** Councilmembers Broullon & Kane-Wells (2)  
**NAY:** None (0)  
**ABSENT:** Councilmember Card & D’Arrigo (2)  
**ABSTAIN:** Mayor O’Neil (1)

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 October 18<sup>th</sup> 2017.

Approve:   
Richard W. O’Neil, Mayor

Attest:   
Bonnie Brookes RMC, Deputy Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-162

### 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:

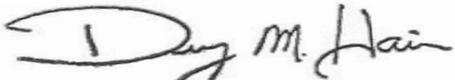
- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at [govdeals.com](http://govdeals.com) 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 sale is being conducted pursuant to Resolution 2016-
- (4) A list of the surplus property to be sold is as follows:
  - 1) Napa Air Compressor (S/N unknown), damaged from Sandy
  - 2) One lot of miscellaneous playground equipment, to include swing set frame and fencing.
  - 3) Playground equipment including approx. 6 pieces of rock-climbing wall.
  - 4) Brush Bandit Model 150 Wood Chipper (s/n unknown)
  - 5) Sander without motor
  - 6) 3 snow plow blades
  - 7) FMC Sewer Jetter
- (5) 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.

- (6) The Highlands Borough reserves the right to accept or reject any bid submitted.

	INTRODUCTION	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BROULLON		X	X			
CARD			X			
D'ARRIGO			X			
WELLS						X
NOLAN	X		X			
ON CONSENT AGENDA: YES <u>  X  </u> NO						

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 16-163**

**RESOLUTION AUTHORIZING THE BOROUGH OF HIGHLANDS TO MAKE AN APPLICATION TO THE COUNTY OF MONMOUTH FOR OPEN SPACE TRUST FUNDS IN THE AMOUNT OF \$150,000.00 AND TO PROVIDE THE BALANCE OF FUNDING NECESSARY, WHEREIN THE TOTAL COST OF THE PROJECT INCLUDING MATCHING FUNDS IS \$300,000.00**

**WHEREAS**, the Monmouth County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County park, recreation, conservation and farmland preservation purposes, as well as for County recreation and conservation development and maintenance purposes; and

**WHEREAS**, the Governing Body of the Borough of Highlands desires to obtain County Open Space Trust Funds in the amount of \$150,000 to fund Highlands Beach and Park Revitalization - Phase 1, in order to develop the following parks: Veteran's Memorial Park and Snug Harbor (located at Block 8, Lot 39 and Block 17, Lot 98, respectively, of the Official Tax Map of the Borough of Highlands); and

**WHEREAS**, the total cost of the project including all matching funds is \$300,000; and

**WHEREAS**, the Borough of Highlands is the owner of and controls the project site.

**NOW, THEREFORE, BE IT RESOLVED** by The Council of the Borough of Highlands that:

1. Brian Geoghegan, Borough Administrator, or his successor is authorized to (a) make an application to the County of Monmouth for Open Space Trust Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Open Space Grants Program and (c) act as the municipal contact person and correspondent of the above-named municipality; and
2. The Borough of Highlands is committed to this project and will provide the balance of funding necessary to complete the project as described in the grant application in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and
3. If the County of Monmouth determines that the application is complete and in conformance with the Monmouth County Municipal Open Space Program and the Policy and Procedures Manual for the Municipal Grants Program adopted thereto, the municipality is willing to use the approved Open Space Trust Funds in accordance with

such policies and procedures, and applicable federal, state, and local government rules, regulations and statutes thereto; and

4. Brian Geoghegan, Borough Administrator, or his successor is hereby authorized to sign and execute any required documents, agreements, and amendments thereto with the County of Monmouth for the approved Open Space Trust Funds; and

5. This resolution shall take effect immediately.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD		X	X			
D'ARRIGO	X		X			
WELLS						X
NOLAN			X			
ON CONSENT AGENDA: YES NO 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 Regular Meeting, held August 17, 2016. WITNESS my hand this 13th day of October 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-164

### RESOLUTION AUTHORIZING A SECOND REDUCTION TO THE PERFORMANCE GUARANTEES FOR HARBORSIDE AT HUDSON' S FERRY, PULTE HOMES, BLOCK 101, LOT 27.2

**WHEREAS**, by way of Resolution R-16-63, adopted on February 3, 2016, Performance Guarantees for Pulte Homes, Block 101, Lot 27.02 were reduced, wherein the Chief Financial Officer, Borough Clerk and Borough Administrator were authorized to execute the reduction of Performance Bond Number 764626S to \$1,015,659.00 and the cash portion of the Performance Guarantee was reduced to \$112,851.00, totaling \$1,128,510.00 in Performance Guarantees; and

**WHEREAS**, the applicant has requested a second reduction to the Performance Guarantees for the subject property, which currently contains Performance Guarantees in the amount of \$1,015,659.00 (90% Performance Bond Amount posted in the form of a Surety Bond) and \$112,851.00 (10% Performance Bond Amount posted in the form of Cash) for Block 101, Lot 27.02, totaling \$1,128,510.00; and

**WHEREAS**, this request was forwarded to the Borough Engineer and an inspection was performed by T & M Associates, wherein a report dated August 2, 2016 was provided by the Borough Engineer and he has recommended the reduction of said Performance Guarantees as follows:

Original Guarantee:	\$1,928,490.00
Cash Portion:	\$192,849.00
Bonded Amount (Bond#764626S):	\$1,735,641.00
Bond Reduction # 1:	\$1,128,510.00
Cash Portion:	\$112,851.00
Bonded Amount (Bond#764626S):	\$1,015,659.00
Proposed Bond Reduction #2:	\$ 881,324.00
Cash Portion:	\$ 88,132.00
Bonded Amount (Bond#764626S):	\$ 793,192.00

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands that the Performance Guarantees for Pulte Homes, Block 101, Lot 27.02, is hereby reduced for

a second time to an amount totaling \$881,324.00, wherein \$793,192.00 will be posted in the form of a Surety Bond and \$88,132.00 will be posted in the form of cash.

**BE IT FURTHER RESOLVED**, by the governing body of the Borough of Highlands that Performance Bond Number 764626S for Pulte Homes, Block 101, Lot 27.02, is hereby reduced for a second time and the Chief Financial Officer, Borough Clerk and Borough Administrator are hereby authorized to execute the reduction of said bond to \$793,192.00.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		X	X			
CARD			X			
D'ARRIGO			X			
WELLS						X
NOLAN	X		X			
ON CONSENT AGENDA: YES <u>  X  </u> NO						

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-165

**RESOLUTION AUTHORIZING THE BOROUGH OF HIGHLANDS TO EXERCISE ITS OPTION TO  
EXTEND THE CONTRACT WITH M & S WASTE SERVICES, INC.  
FOR A PERIOD OF ONE (1) YEAR**

**WHEREAS**, by way of Resolution No. 2014-60, the Borough of Highlands awarded a Contract for solid waste and recyclable materials collection services to M & S Waste Services, Inc.; and

**WHEREAS**, the said Contract for solid waste and recyclable materials collection services with M & S Waste Services, Inc. was for a term of three (3) years commencing on March 1, 2014 and terminating on February 28, 2017; and

**WHEREAS**, the said Contract for solid waste and recyclable materials collection services with M & S Waste Services, Inc. contained an option, to be exercised in the sole discretion of the Borough, for one 2-year extension or two 1-year extensions; and

**WHEREAS**, the governing body of the Borough of Highlands has made a determination that it is in the best interest of the Borough to exercise a one (1) year extension; and

**WHEREAS**, M & S Waste Services, Inc. will continue to provide solid waste and recyclable materials collection services as described in its bid on options 5 and 6 of the Bid Specifications, for the sum of \$219,905.00 consisting of \$212,289.00 for solid waste and recyclable materials and \$7,616.00 for bulk waste for the one (1) year extension period; and

**WHEREAS**, M & S Waste Services, Inc. will continue to direct solid waste to the Monmouth County Reclamation Center to be disposed of at a rate of \$73.85 per ton and will continue to direct bulk waste to the Montecalvo Transfer Station to be disposed of at a rate of \$81.00 per ton for the one (1) year extension period; and

**WHEREAS**, in accordance with the Contract for Solid Waste and Recyclable Materials Collection Service entered into by and between the Borough of Highlands and M & S Waste Services, Inc. on February 28, 2014, the terms of the said Agreement will continue for the one (1) year extension option period through February 28, 2018; and

**WHEREAS**, certification of availability of funds for future years will be provided for in 2017 and 2018 contingent upon the Governing Body appropriating the necessary funding.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD		X	X			
D'ARRIGO	X		X			
WELLS						X
NOLAN			X			
ON CONSENT AGENDA: YES NO 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 Regular Meeting, held August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 16-166**

### **RESOLUTION APPROVING PAYMENT OF ACCUMULATED UNUSED SICK LEAVE TO TIM HILL AND EXECUTION OF AN AGREEMENT AND RELEASE**

**WHEREAS**, Tim Hill served the Borough for over thirty (30) years as Recreation Director and Borough Administrator; and

**WHEREAS**, Tim Hill became the full-time Borough Administrator on December 7, 2011; and

**WHEREAS**, Tim Hill retired from the position of Borough Administrator, effective June 1, 2016; and

**WHEREAS**, Tim Hill accumulated unused sick leave from his service as Recreation Director, for which he is entitled to supplemental compensation upon retirement; and

**WHEREAS**, Tim Hill did not accumulate sick leave in the position of Administrator and is not entitled to compensation for any sick leave from this position; and

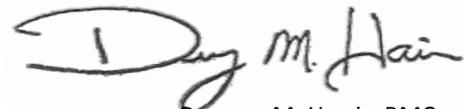
**WHEREAS**, the Borough and Tim Hill wish to enter into an Agreement and Release in order to resolve any and all issues related to Tim Hill's supplemental sick leave compensation upon his retirement, as well as any and all other issues related to Tim Hill's employment and retirement therefrom.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Borough of Highlands hereby approves the Agreement and Release between the Borough and Tim Hill, which is incorporated herein by reference and authorizes the Mayor to sign the Agreement on behalf of the Borough.

**BE IT FURTHER RESOLVED**, that the Borough of Highlands authorizes payment to Tim Hill in the amount of \$97,731.53 as supplemental sick leave compensation upon his retirement, in exchange for a fully executed Agreement and Release and in accordance with the terms of the said Agreement and Release.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO		X	X			
WELLS						X
NOLAN	X		X			
ON CONSENT AGENDA: YES NO 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 Regular Meeting, held August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 16-167**

### **RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT FOR SNOW REMOVAL AND STREET LIGHTING REIMBURSEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND THE TWIN LIGHTS TERRACE CONDOMINIUM ASSOCIATION, INC.**

**WHEREAS**, the Municipal Services Act, N.J.S.A. 40:67-23.2, et. seq. and amendments thereto, provides in pertinent part that a municipality, in lieu of providing certain municipal services to the private community, may opt to financially reimburse the qualified private communities for the cost of certain municipal services; and

**WHEREAS**, Twin Lights Terrace Condominium Association, Inc. is a qualified private community, as defined under the Act, and the Borough of Highlands is a municipality governed by the Act; and

**WHEREAS**, the Borough and Twin Lights Terrace Condominium Association have mutually agreed that the Association shall perform its own snow removal and pay the cost for street lighting, and that the Borough shall reimburse the Association for the cost of those services at a rate not to exceed the cost that would have been incurred by the Borough in providing those services directly; and

**WHEREAS**, N.J.S.A. 40:47-23.5 requires a written agreement to annually reimburse a qualified private community; and

**WHEREAS**, the Borough has prepared a written agreement to reimburse Twin Lights Terrace Condominium Association and wishes to enter into an Agreement, in the same or substantially the same form as the Agreement that has been prepared for, presented to, and approved by, the Governing Body; and

**WHEREAS**, Twin Lights Terrace Condominium Association, Inc. has reviewed the proposed Agreement and approved the same for execution in the same or substantially the same form as annexed hereto.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that the appropriate Municipal officials, including the Mayor and Borough Administrator, are hereby authorized to execute the Agreement for Reimbursement for Municipal Services, in the same or substantially the same form as annexed hereto.

**BE IT FURTHER RESOLVED**, that the Agreement for Reimbursement for Municipal Services shall become effective upon being fully executed, for the dates contained therein through December 31, 2018.

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

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-168

### RESOLUTION AWARDING PROFESSIONAL LEGAL SERVICES CONTRACT TO THE LAW FIRM OF GLUCK WALRATH, LLP.

**WHEREAS**, the Borough of Highlands is in need of professional legal services for the purpose of representing the Borough with regard to the Fair Housing Act and the Council of Affordable Housing (COAH) regulations; and

**WHEREAS**, such professional legal services can only be provided by licensed professionals and the firm of Gluck Walrath, LLP, 428 River View Plaza, Trenton, NJ 08611 is so recognized; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$2,500 at an hourly rate of \$175 per hour as stated in the proposal dated August 4, 2016; and

**WHEREAS**, Gluck Walrath, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that Gluck Walrath, LLP has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit Gluck Walrath, LLP from making any reportable contributions through the term of the contract; and

**WHEREAS**, Gluck Walrath, LLP has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A 11-1A et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised; and

**WHEREAS**, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands.

I hereby certify funds are available as follows:

Patrick DeBlasio, Chief Financial Officer

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands as follows:

1. Gluck Walrath, LLP is hereby retained to provide professional legal services as described above for an amount not to exceed \$2,500 plus reimbursable expenses.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession. The Mayor and Borough Administrator are hereby authorized to sign said contract.
3. A copy of the resolution as well as a copy of the contract shall be place on file with the Borough Clerk of the Borough of Highlands.
4. The Clerk is hereby directed to publish notice of this award as required by law.

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

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
 COUNTY OF MONMOUTH

# RESOLUTION 16-169

## RESOLUTION APPOINTING A SCHOOL CROSSING GUARD

**WHEREAS**, there exists a need within the Police Department to appoint a part-time Crossing Guard to cover open shifts; and

**WHEREAS**, it is the recommendation of the Chief of Police that Krisida Burton be appointed.

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the Borough of Highlands hereby appoints Antoinette Chirichella as part-time Crossing Guard effective immediately.

**BE IT FURTHER RESOLVED**, that said appointment be compensated at an hourly rate of \$9.50 per hour.

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

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.

Dwayne M. Harris, RMC  
 Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-170

### RESOLUTION AUTHORIZING THE PROMOTION OF A POLICE OFFICER

**WHEREAS**, there exists a need within the Police Department to make certain promotions; and

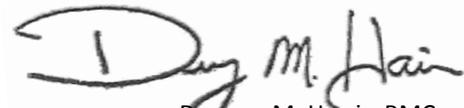
**WHEREAS**, based on the results of the current Civil Service promotional examination, Chief Blewett hereby recommends the promotion of Police Officer William Siegle to the position of Police Sergeant.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Highlands that Police Officer William Siegle is hereby promoted to Sergeant William Siegle.

**BE IT FURTHER RESOLVED**, that as per PBA Local 48 Collective Bargaining Agreement with the Borough of Highlands, said promotion will be compensated at a rate of \$115,792.25 including longevity.

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

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.

  
Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-171

### RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR THE BAY AVENUE STREETSCAPE PROJECT -PHASE 2

**WHEREAS**, the Borough of Highlands has advertised for bids for the Bay Avenue Streetscape Project -Phase 2, in accordance with the Local Public Contracts Law; and

**WHEREAS**, the governing body of the Borough of Highlands has made the determination that it is in the best interest of the Borough to award the contract for the Bay Avenue Streetscape Project – Phase 2 consisting of, but not limited to, paving, reconstruction and/or resurfacing of the roadway, excavation, milling, sealing of pavement cracks, repairing and/or installation of curbs, sidewalks and driveway aprons, installation of curb ramps, resetting of utility castings and poles, drainage work, roadway painting, tree removal, signage, and other improvements as set forth with specificity in the bid proposals; and

**WHEREAS**, the following seven (7) bids were received for the Base Bid and several Alternates and reviewed by the Borough Engineer and Borough Attorney:

Company	Base Bid	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Alt. 5
S. Batata Construction	\$473,922.00	\$147,400.00	\$15,000.00	\$15,000.00	\$6,000.00	\$3,000.00
Tony & Son, Inc.	\$482,649.00	\$125,865.00	\$15,960.00	\$15,960.00	\$2,600.00	\$4,500.00
Jads Construction, Inc.	\$497,328.50	\$142,000.00	\$21,000.00	\$21,000.00	\$3,000.00	\$3,000.00
J.C. Contracting, Inc.	\$521,925.00	\$117,200.00	\$14,400.00	\$13,200.00	\$2,800.00	\$2,100.00
Black Rock Enterprises, LLC	\$542,590.00	\$157,090.00	\$15,000.00	\$12,000.00	\$3,000.00	\$4,800.00
Mixalia Enterprises, LLC	\$586,000.00	\$170,000.00	\$9,000.00	\$12,900.00	\$5,100.00	\$3,000.00
V & K Construction	\$633,000.00	\$170,400.00	\$21,000.00	\$17,400.00	\$2,200.00	\$1,560.00

; and

**WHEREAS**, Alternate 1 consists generally of Pedestrian Street Lights, Alternate 2 consists generally of Trash and Recyclable Containers, Alternate 3 consists generally of Benches, Alternate 4 consists generally of bicycle racks, Alternate 5 consists generally of Street Trees; and

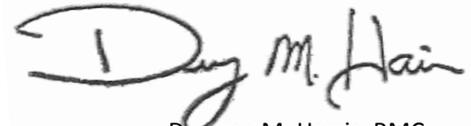
**WHEREAS**, Tony & Son Inc., appears to be the lowest responsible bid for the aforesaid Base Bid and Alternate #1; and

**WHEREAS**, Patrick DeBlasio, Chief Financial Officer, has certified that funds are available in the municipal bond ordinance adopted for said purpose.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Highlands, that the Contract for the Bay Avenue Streetscape Project-Phase 2 is hereby awarded to Tony & Son, Inc. for the aforesaid Base Bid and Alternate #1 as set forth in the bid proposal, in the sum of \$608,514.00

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		X	X			
CARD			X			
D'ARRIGO			X			
WELLS						X
NOLAN	X		X			
ON CONSENT AGENDA: YES NO 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 Regular Meeting, held August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-172

**RESOLUTION AUTHORIZING THE PLANNING BOARD TO UNDERTAKE A PRELIMINARY INVESTIGATION TO DETERMINE WHETHER BLOCK 105.107, LOT 1.1, QUALIFIES FOR DESIGNATION AS AN AREA IN NEED OF REDEVELOPMENT PURSUANT TO N.J.S.A. 40A:12A-1 ET. SEQ.**

**WHEREAS**, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (“LRHL”) authorizes municipalities to determine whether certain parcels of land located therein constitute areas in need of redevelopment; and

**WHEREAS**, the governing body of the Borough of Highlands desires to explore whether the real property located at Block 105.107, Lot 1.1, commonly referred to as the Shadow Lawn Mobile Home Park site (the “Study Area”), may be an appropriate area for consideration for the program of redevelopment; and

**WHEREAS**, the governing body of the Borough of Highlands considers it to be in the best interest of the Borough to have the Planning Board conduct such an investigation for the property located at Block 105.107, Lot. 1.1, commonly referred to as the Shadow Lawn Mobile Home Park site; and

**WHEREAS**, the governing body of the Borough of Highlands believes the subject parcel is potentially valuable for contributing to, serving, and protecting the public health, safety and welfare and for the promotion of smart growth within the Borough; and

**WHEREAS**, the Local Redevelopment and Housing Law sets forth a specific procedure for establishing an area in need of redevelopment; and

**WHEREAS**, pursuant to N.J.S.A. 49A:12A-6, prior to the governing body of the Borough of Highlands making a determination as to whether the Study Area qualifies as an area in need of redevelopment, the governing body must authorize the Planning Board, by resolution, to undertake a preliminary investigation to determine whether the Study Area meets the criteria for designation as an area in need of redevelopment as set forth in N.J.S.A. 40A:12A-5; and

**WHEREAS**, the governing body of the Borough of Highlands wishes to direct the Planning Board to undertake such preliminary investigation to determine whether the Study Area meets the criteria for designation as an area in need of redevelopment pursuant to N.J.S.A. 40A:12A-5 and in accordance with the investigation and hearing process set forth in N.J.S.A. 40A:12A-1 et. seq.; and

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Borough of Highlands hereby directs the Borough of Highlands Planning Board to conduct the necessary investigation and to hold a public hearing to determine whether the Study area defined hereinabove qualifies for designation as an area in need of redevelopment under the criteria and pursuant to the public hearing process set forth in N.J.S.A. 40A:12A-1, et. seq.; and

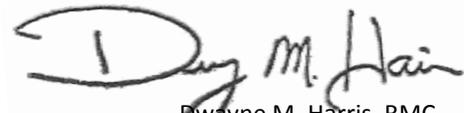
**BE IT FURTHER RESOLVED**, that the redevelopment area determination shall further authorize the municipality to use all those powers provided by the New Jersey Legislature for use in a redevelopment area, other than the use of eminent domain (hereinafter referred to as a "Non-Condensation Redevelopment Area").

**BE IT FURTHER RESOLVED**, that the Planning Board shall submit its findings and recommendations to the governing body of the Borough of Highlands in the form of a Resolution with supportive documentation.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Acting Borough Clerk, Chief Financial Officer and Borough Planning Board and Planning Board Secretary.

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

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 September 07, 2016. WITNESS my hand this 12th day of August 2016.

  
 Dwayne M. Harris, RMC  
 Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-173

**RESOLUTION DELEGATING AUTHORITY TO DETERMINE THE FORM AND OTHER DETAILS OF NOT TO EXCEED \$572,000 AGGREGATE PRINCIPAL AMOUNT OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016 OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY AND PROVIDING FOR THE SALE OF SUCH BONDS TO THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY PURSUANT TO THE 2016 GOVERNMENTAL LOAN REFUNDING PROGRAM**

**WHEREAS**, pursuant to the Local Bond Law, N.J.S.A. 40A:2-1 et seq., as amended and supplemented (the "Local Bond Law"), the Atlantic Highlands/Highlands Sewerage Authority (the "AHHSA"), had previously issued \$7,905,000 aggregate principal amount of General Obligation Bonds, dated January 24, 2011 (the "2011 Bonds") to the Monmouth County Improvement Authority (the "MCIA") in connection with the MCIA's 2011 Pooled Governmental Loan Program; and

**WHEREAS**, the Borough of Highlands (the "Borough") and the Borough of Atlantic Highlands ("Atlantic Highlands") have dissolved the AHHSA and the Borough and Atlantic Highlands are each responsible for a portion of the debt service on the 2011 Bonds; and

**WHEREAS**, \$800,000 of such 2011 Bonds maturing in the years 2022 through and including 2031 (the "Refunded Bonds") are currently outstanding and can be defeased or are subject to redemption prior to their stated maturity, as applicable; and

**WHEREAS**, the Borough has been informed by the MCIA that the outstanding 2011 Bonds are eligible for refunding through the MCIA and that such a refunding will achieve debt service savings on the Borough's portion of the 2011 Bonds; and

**WHEREAS**, the MCIA, Atlantic Highlands, and the Borough have determined that refunding bonds can be issued to refund the Refunded Bonds, which, under current market conditions, can generate debt service savings on the Borough's portion of the 2011 Bonds to the Borough due to the low long-term interest rate environment; and

**WHEREAS**, the Borough has determined that it is in the best interests of the Borough to refund its portion of the Refunded Bonds; and

**WHEREAS**, the Borough has determined to provide for the refunding of the Refunded Bonds through its issuance of General Obligation Refunding Bonds in the aggregate principal amount of not to exceed \$572,000 to the MCIA (the "Refunding"), as provided in the refunding bond ordinance of the Borough entitled, "REFUNDING BOND ORDINANCE AUTHORIZING THE

ISSUANCE OF NOT TO EXCEED \$572,000 AGGREGATE PRINCIPAL AMOUNT OF GENERAL OBLIGATION REFUNDING BONDS BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, TO THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY (THE "MCIA") FOR THE PURPOSE OF REFUNDING CERTAIN BONDS HERETOFORE ISSUED BY THE ATLANTIC HIGHLANDS/HIGHLANDS SEWERAGE AUTHORITY TO THE MCIA" and finally adopted by the Borough Council on August 17, 2016 (the "Ordinance"); and

**WHEREAS**, to accomplish the Refunding, the MCIA requires the Borough to authorize, execute, attest and deliver the Borough's not to exceed \$572,000 General Obligation Refunding Bonds, Series 2016 (the "Bonds"), in accordance with the provisions hereof and pursuant to the terms of the Local Bond Law and other applicable law; and

**WHEREAS**, such Bonds shall be comprised of one or more series, and any portion of such Bonds attributable to any self-liquidating utility shall, if applicable, in accordance with the Local Bond Law, be deductible from gross debt when such utility is self-liquidating; and

**WHEREAS**, section 27(a)(2) and section 59 of the Local Bond Law allow for the sale of the Bonds to the MCIA without any public offering, all under the terms and conditions set forth herein and in a Bond Purchase Agreement by and between the Borough and the MCIA.

**NOW THEREFORE, BE IT RESOLVED** BY A TWO-THIRDS VOTE OF THE FULL MEMBERSHIP OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

**Section 1.** The Borough Council hereby delegates to the Chief Financial Officer of the Borough, in accordance with the provisions of N.J.S.A. 40A:2-27(a)(2) and N.J.S.A. 40A:2-59, the power to sell and award the Borough's not to exceed \$572,000 General Obligation Refunding Bonds, Series 2016 (collectively, the "Bonds") to the MCIA in accordance with the provisions hereof and in accordance with the terms of a Bond Purchase Agreement by and between the Borough and the MCIA (the "Bond Purchase Agreement"). The Mayor of the Borough (the "Mayor") or Chief Financial Officer of the Borough (the "Chief Financial Officer") are each hereby authorized and directed on behalf of the Borough, in consultation with Bond Counsel (as hereinafter defined), to negotiate the terms of such Bond Purchase Agreement, to be dated the date of sale of the Bonds, to approve the terms of aforesaid Bond Purchase Agreement and to execute and deliver said Bond Purchase Agreement to the MCIA. The Bonds have been referred to and described in the Ordinance finally adopted at a duly called and held meeting of the Borough Council and published as required by law. The Bonds are being issued for the purpose of (i) refunding the principal amount of the Refunded Bonds, including the payment of interest accrued thereon to the date fixed for redemption or prepayment, if applicable, and the redemption or prepayment price thereof, if applicable, and (ii) paying the costs of issuance relating to the Bonds, including printing, advertising, accounting, financial and legal services, rating agency fees, underwriter's discount, and MCIA costs of issuance, which may include any of the foregoing.

**Section 2.** The Chief Financial Officer of the Borough (the "Chief Financial Officer") is hereby authorized and directed to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions established by the MCIA and the terms and conditions hereof and set forth in the Bond Purchase Agreement, the following items with respect to the Bonds, except those terms and conditions which are set forth in the Bond Purchase Agreement:

- (a) The aggregate principal amount of the Bonds to be issued, provided that the total amount of Bonds issued shall not exceed the aggregate principal amount of \$572,000;
- (b) The name and designation of the Bonds;
- (c) The maturity and principal installments of the Bonds;
- (d) The date of the Bonds;
- (e) The interest rates of the Bonds;
- (f) The purchase price of the Bonds;
- (g) The direction for the application and investment of the proceeds of the Bonds, if applicable; and
- (h) The terms and conditions under which the Bonds shall be subject to redemption prior to their stated maturities.

**Section 3.** Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Bonds by the parties authorized under Section 4(c) hereof.

**Section 4.** The Borough Council hereby determines that certain terms of the Bonds shall be as follows:

- (a) The Bonds shall be issued in a single denomination and shall be numbered GOR-1 (which may be issued in one or more separate series aggregating said amount and to memorialize the applicable obligations of the general or utility fund purposes of the Borough);
- (b) The Bonds shall be issued in fully registered form and shall be payable to the registered owners thereof as to both principal and interest in lawful money of the United States of America; and
- (c) The Bonds shall be executed by the manual or facsimile signatures of the Mayor of the Borough (the "Mayor") and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Acting Clerk of the Borough (the "Borough Clerk").

**Section 5.** The Bonds shall be substantially in the form set forth in Exhibit A attached hereto with such additions, deletions and omissions as may be necessary for the Borough to comply with the requirements of the MCIA's 2016 Governmental Loan Refunding Program (the "Program"), upon the advice of Bond Counsel to the Borough (as defined herein);

**Section 6.** The law firm of Archer & Greiner P.C., Red Bank, New Jersey, Bond Counsel to the Borough ("Bond Counsel"), the Borough Attorney and the Borough Auditor are each hereby authorized and directed to perform all actions necessary to consummate the issuance of the Bonds and the Refunding for which the Bonds are issued including, but not limited to, drafting and arranging for the printing and execution of the Bonds and all applicable documentation necessary to memorialize and consummate the issuance of the Bonds and the undertaking of the Refunding, preparing all necessary financial information and conducting all necessary studies, searches and analysis in connection with the issuance of the Bonds and the undertaking of the Refunding. The Mayor, the Chief Financial Officer and the Borough Clerk are each hereby authorized and directed to execute and deliver any certificates necessary or desirable in connection with the financial and other information.

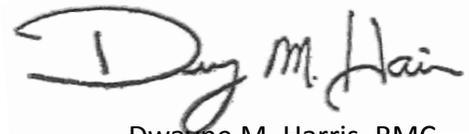
**Section 7.** The Mayor, the Chief Financial Officer, the Borough Clerk and any other Borough representative, are each hereby authorized and directed to (i) execute any certificates or documents necessary or desirable in connection with the sale of the Bonds, including the Bond Purchase Agreement, or the undertaking of the Refunding and each is hereby further authorized and directed to deliver same to the MCIA upon delivery of the Bonds and the receipt of payment therefor or in accordance with the Program and (ii) perform such other actions as they deem necessary, desirable or convenient, in consultation with Bond Counsel to the Borough, in relation to the execution and delivery thereof.

**Section 8.** Upon the adoption hereof, the Borough Clerk shall forward certified copies of this resolution: (a) via facsimile, to (i) Marion Masnick of the MCIA at facsimile number 732-409-4821, and (ii) John M. Cantalupo, Esq., of Archer & Greiner P.C., Red Bank, New Jersey, Bond Counsel to the Borough, at facsimile number 732-345-8420; and (b) via certified first class mail, to (i) Marion Masnick of the MCIA at The Monmouth County Improvement Authority, Hall of Records, Main Street, Freehold, New Jersey 07728, and (ii) John M. Cantalupo, Esq., of Archer & Greiner P.C., Bond Counsel to the Borough at 10 Route 35, Red Bank, New Jersey 07701.

**Section 9.** This resolution shall take effect upon the effective date of the Ordinance.

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

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 August 17, 2016. WITNESS my hand this 22nd day of September 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk

**CERTIFICATION**

I, DWAYNE M. HARRIS, Acting Clerk of the Borough of Highlands, in the County of Monmouth, State of New Jersey (the "Borough"), DO HEREBY CERTIFY that the annexed resolution entitled, "RESOLUTION DELEGATING AUTHORITY TO DETERMINE THE FORM AND OTHER DETAILS OF NOT TO EXCEED \$572,000 AGGREGATE PRINCIPAL AMOUNT OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016 OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY AND PROVIDING FOR THE SALE OF SUCH BONDS TO THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY PURSUANT TO THE 2016 GOVERNMENTAL LOAN REFUNDING PROGRAM", is a copy of a resolution which was duly adopted by the Borough Council at a special meeting duly called and held on August 17, 2016 in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., at which meeting a quorum was present and acting throughout and which resolution has been compared by me with the original thereof as contained in the minutes as officially recorded in my office in the Minute Book of such governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to within and aforesaid resolution has not been repealed, amended or rescinded but remains in full force and effect on and as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough as of this 22nd day of September 2016.

(SEAL)

A handwritten signature in black ink that reads "Dwayne M. Harris". The signature is written in a cursive style with a large, looped initial "D".

DWAYNE M. HARRIS,  
Acting Clerk of the Borough of Highlands



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 16-174**

### **RESOLUTION AWARDING CONTRACT FOR WEBSITE DESIGN AND HOSTING SERVICES**

**WHEREAS**, a Request for Proposals was advertised and received on Friday, July 15, 2016, in conjunction with Website Design and Hosting Services for the Borough of Highlands; and

**WHEREAS**, the Borough received four (4) proposals in response to the Request for Proposals; and

**WHEREAS**, the Borough reviewed the proposals in order to determine, among other items, qualifications, feasibility, understanding of the work to be completed, anticipated value and price; and

**WHEREAS**, after consideration of the submissions, the governing body has determined that Zumu Software (hereinafter "Zumu"), with a principal place of business located at 120 E. Washington Avenue, Atlantic Highlands, New Jersey, satisfies the requirements contained in the Request for Proposals for Website Design and Hosing Services; and

**WHEREAS**, Zumu has furnished a cost for services in the amount of \$4,400.00 for a one-year period, beginning October 1, 2016 and ending September 30, 2017, consisting of a fee for web hosting in the amount of \$2,000.00 and a fee for webmaster services in the amount of \$2,400.00, totaling \$4,400.00 for the aforementioned one-year period; and

**WHEREAS**, Patrick DeBlasio, Chief Financial Officer, has certified that funds are available for this purpose.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that Zumu Software is hereby awarded the contract for Website Design and Hosting Services, for a one (1) year period as set forth above, in the amount of \$4,400.00.

**BE IT FURTHER RESOLVED**, that the Borough Administrator is hereby authorized to execute the said contract with Zumu Software.

**BE IT FURTHER RESOLVED,** that a copy of this Resolution as well as the contract/proposal shall be placed on file with the Clerk of the Borough of Highlands and the Borough Clerk is hereby directed to publish a public notice of this award as required by law.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		X	X			
CARD			X			
D'ARRIGO			X			
WELLS						X
NOLAN	X		X			
ON CONSENT AGENDA: YES <u>  X  </u> NO						

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk

R-16-175      Motion to Approve:      Nolan  
 Second:                      Broullon  
 Ayes:                         Broullon, Card, D'Arrigo & Nolan  
 Absent :                      Kane

**R-16-175**

**RESOLUTION APPOINTING FULL-TIME CASHIER**

**WHEREAS**, there exists a need within the Borough Operations, Tax Collection Department to appoint a full-time cashier to cover open shifts and assist with other duties in Borough Hall; and

**WHEREAS**, Donna Conrad has been employed with the Borough of Highlands since 2011 in the capacity of a part-time capacity as a Cashier.

**WHEREAS**, it is the recommendation of the Borough Administrator that Donna Conrad be appointed as a full-time Cashier.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Borough of Highlands hereby appoints Donna Conrad as a full-time Cashier effective immediately.

**BE IT FURTHER RESOLVED**, that said appointment be compensated at an hourly rate of \$17.06 per hour.

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



**DATE:**            August 17, 2016

\_\_\_\_\_  
**Dwayne M. Harris, Acting Borough Clerk**

I hereby certify this to be a true copy of Resolution R-16-175 adopted by the Governing Body of the Borough of Highlands at its meeting held on August 17, 2016.

\_\_\_\_\_  
**BOROUGH CLERK/DEPUTY CLERK**



R-16-176      Motion to Approve:      Nolan  
 Second:                      Broullon  
 Ayes:                          Broullon, Card, D'Arrigo & Nolan  
 Absent :                        Kane

**R-16-176**

**RESOLUTION APPOINTING TEMPORARY ADMINISTRATIVE SECRETARY**

**WHEREAS**, there exists a need within the Borough Operations, Municipal Clerk Department to appoint a full-time Administrative Secretary to assist the Acting Municipal Clerk, Administrator and assist with other duties in Borough Hall; and

**WHEREAS**, the Borough Administrator has advertised, received resumes, and interviewed potential candidates for the position of Administrative Secretary; and

**WHEREAS**, it is the recommendation of the Borough Administrator that Shelly Brown be appointed as a temporary Administrative Secretary.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Borough of Highlands hereby appoints Shelly Brown as a full-time, temporary Administrative Secretary effective immediately.

**BE IT FURTHER RESOLVED** that said appointment be compensated at an hourly rate of \$12.00 per hour.

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



**DATE:**            **August 17, 2016**

\_\_\_\_\_  
**Dwayne M. Harris, Acting Borough Clerk**

I hereby certify this to be a true copy of Resolution R-16-176 adopted by the Governing Body of the Borough of Highlands at its meeting held on August 17, 2016.



\_\_\_\_\_  
**BOROUGH CLERK/DEPUTY CLERK**



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-177

### AUTHORIZING AMENDMENT TO THE 2016 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 2016;

**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, 2016 and the adoption of the Local Budget for the Borough of Highlands, County of Monmouth and State of New Jersey for the fiscal Year 2016:

A/C #	CURRENT FUND	<u>Salaries</u>	<u>Other Expenses</u>
20-100 - Administration		\$ 25,000.00	\$ 500.00
20-110 Mayor and Council		0.00	15,000.00
20-120 Municipal Clerk		15,000.00	2,000.00
20-130 Finance		30,000.00	3,000.00
20-135 Annual Audit			0.00
20-145 Tax Collection		12,000.00	1,000.00
20-150 Assessment of Taxes		5,000.00	5,000.00
20-152 Central Services		8,000.00	2,000.00
20-155 Legal Services and Costs			0.00
20-165 Engineering Services & Costs			0.00
21-180 Planning Board		0.00	2,000.00
21-185 Zoning Board of Adjustment		0.00	2,000.00
21-190 Affordable Housing		0.00	0.00
22-195 Construction Official		5,000.00	0.00
22-200. Code Enforcement		15,000.00	1,000.00
22-201 Code Substandard Housing			8,000.00
23-210 Insurance-Other			0.00
23-215 Workers Compensation Insurance			0.00
23-220 Medical-Surgical Insurance			0.00
23-230 Unemployment Compensation			0.00
25-240 Police		300,000.00	25,000.00
25-250 Police Dispatch		40,000.00	0.00
25-251 911 Telecommunications			3,000.00
25-252 Emergency Management		1,000.00	2,000.00
25-260 First Aid Contribution			3,000.00
25-262 PEOSHA			0.00
25-263 Fire Department			10,000.00
25-265 Uniform Fire Safety		5,000.00	1,000.00
25-275 Municipal Prosecutor		3,000.00	
26-290 Streets & Roads		50,000.00	10,000.00
26-292 Snow Removal		0.00	0.00
26-294 Storm-water Management			0.00

26-300 Mechanical Garage		1,000.00
26-305 Sanitation	1,000.00	10,000.00
26-306 Sanitation-Contractual		50,000.00
26-308 Recycling Tax		0.00
26-309 Monmouth County Reclamation		50,000.00
26-310 Public Building & Grounds	2,000.00	20,000.00
26-312 Shade Tree Commission		0.00
26-325 Condo Services Act		5,000.00
27-335 Environmental Health		0.00
27-337 Monmouth County Regional Health		0.00
27-340 Dog Control		0.00
27-350 Substance Abuse		0.00
28-360 Community Center	25,000.00	3,000.00
28-375 Parks & Playgrounds		2,000.00
28-376 Beachfront Maintenance	0.00	0.00
28-385 Public Events		0.00
30-415 Accumulated Time	0.00	0.00
30-420 LOSAP		10,000.00
31-430 Utilities-Electric		5,000.00
31-435 Street Lighting		5,000.00
31-440 Telephone		3,000.00
31-445 Utilities-Water		3,000.00
31-446 Utilities-Natural Gas		3,000.00
31-450 Telecommunications		5,000.00
31-460 Utilities-Fuel		2,000.00
31-463 Utilities-Fire Hydrants		15,000.00
36-471 Public Employees Retirement System		0.00
36-472 Social Security System		20,000.00
36-475 Police & Fire Retirement		0.00
36-477 DCRP		0.00
41-708 Grants Budgeted		0.00
42-490 Shared Agreement-Court		0.00
42-717 Interlocal-A.H.-Garage		0.00
43-490 Municipal Court	2,000.00	1,000.00
43-495 Public Defender	0.00	0.00
44-901 Capital Improvement		0.00
45-910 Debt Service		0.00
		0.00
TOTALS	<u>\$544,000.00</u>	<u>\$305,500.00</u>

**SEWER UTILITY**

<u>A/C #</u>	<u>CURRENT FUND</u>	<u>Salaries</u>	<u>Other Expenses</u>
55-501 Operating		\$22,000.00	\$ 25,000.00
55-502 Shared Service-Operator			0.00
55-502 Insurances			6,000.00
55-502 Social Security			2,000.00
55-502 PERS			0.00
TOTALS		<u>\$ 22,000.00</u>	<u>\$ 33,000.00</u>

	INTRODUCE	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD	X		X			
D'ARRIGO			X			
WELLS						X
NOLAN		X	X			
ON CONSENT AGENDA ____ YES ____ NO 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 Regular Meeting, held August 17, 2016. WITNESS my hand this 24th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-178

**RESOLUTION AUTHORIZING EXISTING ENCROACHMENTS ONTO THE MUNICIPAL RIGHT OF WAY TO CONTINUE FOR BLOCK 19, LOTS 28 & 29, 53-55 GRAND TOUR, HIGHLANDS, NEW JERSEY, IN ACCORDANCE WITH MINOR SUBDIVISION AND VARIANCE APPLICATION APPROVED BY THE BOROUGH OF HIGHLANDS PLANNING BOARD CONTINGENT UPON CERTAIN CONDITIONS BEING MET**

**WHEREAS**, by way of Resolution of the Borough of Highlands Planning Board adopted on August 11, 2016, the Minor Subdivision and Variance Application of Mary Schneider, the owner of Block 19, Lots 28 and 29, 53-55 Grand Tour, Highlands, New Jersey (“the applicant”) was approved contingent upon certain conditions being met, including, but not limited to, compliance with all of the outstanding recommendations and conditions, if any, set forth in the letter of the Board Engineer dated June 2, 2016; and

**WHEREAS**, in accordance with the said Minor Subdivision and Variance Application, the applicant proposed to subdivide the above captioned lots into two (2) new lots, wherein proposed lot 29.01 would contain an existing single-family residence and proposed lot 28.01 would contain an existing carriage house accessory structure; and

**WHEREAS**, as set forth in the Resolution of the Borough of Highlands Planning Board adopted on August 11, 2016, with respect to the aforementioned property, there is an existing encroachment by the front stairs of six (6) feet into the Municipal Right of Way on proposed lot 29.01, and there is an existing front setback encroachment by the stairs of four (4) feet into the Municipal Right of Way on proposed lot 28.01; and

**WHEREAS**, as set forth in the aforesaid Resolution of the Borough of Highlands Planning Board adopted on August 11, 2016, the reciprocal easements between the subject lots and/or encroachments into any Rights of Way must be set forth in writing (Deeds and/or easement agreements) and be recorded with the subdivision map or Deed(s); and

**WHEREAS**, as set forth in the aforesaid Resolution of the Borough of Highlands Planning Board adopted on August 11, 2016, the applicant must submit the subdivision map or Deeds and easement agreements to the Board Engineer and Attorney for their review and approval before they are recorded; and

**WHEREAS**, the governing body has no objection to allowing the aforementioned existing encroachments by the stairs into the Municipal Right of Way at each of the proposed lots, 28.01 and 29.01 to continue, subject to the conditions set forth in the Planning Board Resolution adopted on August 11, 2016 being met.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that the Borough of Highlands has no objection to allowing the existing encroachments by the front stairs of six (6) feet into the Municipal Right of Way on proposed lot 29.01, and front setback encroachment of (4) feet by the stairs into the Municipal Right of Way on proposed lot 28.01 to continue, subject to the applicant meeting all of the conditions set forth in the Planning Board Resolution adopted on August 11, 2016, which approved the minor subdivision and variance application of Mary Schneider, Block 19, Lots 28 and 29, 53-55 Grand Tour, Highlands, New Jersey.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be transmitted to the Planning Board Chairman, Planning Board Secretary, Planning Board Attorney and Planning Board Engineer.

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

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.

  
Dwayne M. Harris  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 16-179

## RESOLUTION APPROVING RAFFLE LICENSE

**WHEREAS**, the Hi-Mar Striper Club, Inc, has submitted a Raffle License Application No. RA 1317-16-17; and

**WHEREAS**, all paperwork appears to be in order.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Highlands does hereby approve Raffle License Application RA#1317-16-17 and the Borough Clerk is authorized to sign off on licenses.

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

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 August 17, 2016. WITNESS my hand this 24th day of August 2016.

Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
 COUNTY OF MONMOUTH

# RESOLUTION 16-180

## RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE MONMOUTH MUNICIPAL JOINT INSURANCE FUND

**WHEREAS**, The Borough of Highlands is a member of the Monmouth Municipal Joint Insurance Fund; and

**WHEREAS**, said renewed membership terminates as of December 31, 2016 unless earlier renewed by agreement between the Municipality and the Fund; and

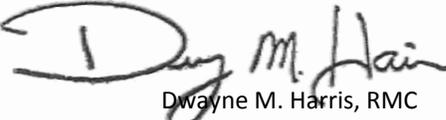
**WHEREAS**, the Municipality desires to renew said membership;

**NOW THEREFORE**, be is resolved as follows:

1. The Borough of Highlands agrees to renew its membership in the Monmouth Municipal Joint Insurance Fund and to be the subject of the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the fund.
2. The Mayor and Clerk shall be and hereby authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Monmouth Municipal Joint Insurance Fund evidencing the Municipality's intention to renew it membership.

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

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 August 17, 2016. WITNESS my hand this 20th day of August 2016.

  
 Dwayne M. Harris, RMC  
 Acting Municipal Clerk