

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, September 6th 2017
8:00pm

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

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EXECUTIVE SESSION: 7:00PM

Contract Negotiations: Trash Collection
Block 37, Lots 12.01 & 13
Attorney-Client Privilege: Borough Properties
Personnel: Recreation Director

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Approval of Minutes

July 19th 2017
August 16th 2017

Public Comment on Resolutions:

Consent Agenda

R-17-155 Authorized Signatures on Borough Accounts
R-17-156 Certifying Review of 2016 Audit Report
R-17-157 Adopting Corrective Action Plan for 2016 Audit
R-17-158 Authorize Execution of CDBG Project Agreement with Monmouth County
R-17-159 Authorize Payment of the Bills

Resolutions

R-17-160 Authorizing Award for Non-Fair & Open Contract: Sewer Cleaning & TV Inspection
R-17-161 Awarding Fair & Open Contract for the 2017 Capital Road Improvement Project

Ordinances: Introduction

O-17-16 Update Borough's Adoption of International Property Maintenance Code
O-17-17 Amend Code Concerning Lawn Sprinkler Systems

Ordinances: Public Hearing & Possible Adoption

O-17-15 Providing a Stipend for Health Care Benefits Waiver to Employees

Other Business:

Consideration of Street Vacancy: Holly Street
Enforcement of Grease Traps
Administrator's Update

Public Comments:

Adjourn

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REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance

ROLL CALL:

Present: Councilmembers Broullon, D'Arrigo, Kane-Wells & Mayor O'Neil
Absent: Councilmember Card
Also Present: Bonnie Brookes, Deputy Borough Clerk
Brian Chabarek, Borough Attorney
Patrick DeBlasio, CFO

Public Comment on Resolutions:

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

Approval of Minutes

July 19th 2017 - Regular Meeting

A motion to approve these meeting minutes was offered by Councilmember Broullon and seconded by Councilmember Kane-Wells.

ROLL CALL:

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

The July 19th 2017 meeting minutes have been properly approved.

August 16th 2017 - Regular Meeting

A motion to approve these meeting minutes was offered by Councilmember Broullon and seconded by Councilmember Kane-Wells.

ROLL CALL:

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

The August 16th 2017 meeting minutes have been properly approved.

Consent Agenda

R-17-155 Authorized Signatures on Borough Accounts
R-17-156 Certifying Review of 2016 Audit Report
R-17-157 Adopting Corrective Action Plan for 2016 Audit
R-17-158 Authorize Execution of CDBG Project Agreement with Monmouth County
R-17-159 Authorize Payment of the Bills

Mayor O'Neil offered a motion to approve the Consent Agenda and was seconded by Councilmember Broullon.

ROLL CALL:

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

The consent agenda has been properly approved.

Resolutions

R-17-160 Authorizing Award for Non-Fair & Open Contract: Sewer Cleaning & TV Inspection

Mayor O'Neil offered a motion to approve R-17-160 and was seconded by Councilmember Broullon.

ROLL CALL:

AYE: Councilmembers Broullon, D'Arrigo, Kane-Wells & Mayor O'Neil (4)

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NAY: None (0)
ABSENT: Councilmember Card (1)
ABSTAIN: None (0)

R-17-160 has been properly approved.

R-17-161 Awarding Fair & Open Contract for the 2017 Capital Road Improvement Project

Councilmember Broullon offered a motion to approve R-17-161 and was seconded by Mayor O'Neil. Mr. Chabarek noted that this was based on DOT approval.

ROLL CALL:

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

R-17-160 has been properly approved.

Ordinances: Introduction

O-17-16 Update Borough's Adoption of International Property Maintenance Code

A motion to introduce this ordinance was offered by Mayor O'Neil and seconded by Councilmember Broullon.

ROLL CALL:

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

O-17-16 has been properly introduced and will have a public hearing/possible adoption on September 20, 2017.

O-17-17 Amend Code Concerning Lawn Sprinkler Systems

A motion to introduce this ordinance was offered by Councilmember Kane-Wells and seconded by Councilmember Broullon.

ROLL CALL:

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

O-17-17 has been properly introduced and will have a public hearing/possible adoption on September 20, 2017.

Ordinances: Public Hearing & Possible Adoption

Public Comment on O-17-15

Mayor O'Neil opened the meeting to public comments.

Seeing no one from the public wishing to speak on O-17-15, Mayor O'Neil closed the meeting for public comments.

O-17-15 Providing a Stipend for Health Care Benefits Waiver to Employees

A motion to adopt O-17-15 was offered by Mayor O'Neil and seconded by Council Member Broullon. Councilmember Broullon stated that this is just formalizing an already existing practice that meets state standards.

ROLL CALL:

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

O-17-15 has been properly adopted.

Other Business:

Consideration of Street Vacancy: Holly Street

Mr. Chabarek explained the process and request for a street vacancy. The Council briefly discussed the request. Mayor O'Neil motioned to consider the vacancy request for preliminary approval which was seconded by Councilmember Kane-Wells.

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ROLL CALL:

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

The vacancy request for Holly Street will be considered by the Borough.

Enforcement of Grease Traps

Councilmember Kane-Wells explained the current situation and the adverse effects that grease is having on the Borough's sewer system. The Council discussed how frequent the traps should be inspected by the Borough and if the ordinances need to have more bite to them along with various options for the business owners. The Council decided to have all grease traps in the Borough inspected in the next two weeks and have a report on the findings at the next meeting.

Hillside Avenue & Valley Street

Councilmember Broullon stated that the request for proposal (RFP) for engineering for this project would be going out next week.

DPW Gas Pumps

Councilmember Broullon noted that she would like to see some forward movement in remedying the DPW gas pump situation.

Grants

Councilmember D'Arrigo explained the process for reimbursement submission for the bathroom grant dismissing rumors concerning the exterior bathrooms. She updated the public on the status of Phase 1 of the parks grant and noted the improvements that will be made to the exterior bathrooms.

Public Comments:

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

Robert Suto, Bayview Street, informed the Council about an old tree located near his property that he was concerned about. He also expressed concern over soil being eroded from other properties and being washed downhill onto his property. Mayor O'Neil stated that they would look into the situations.

Steve Solop, Bay Avenue, inquired if there was an update on the concerns he shared with the Council at the last meeting concerning the BID. Councilmember Kane-Wells stated that there was no update at this time since they had not met since the last Council meeting.

Joanne Niceforo, Oceanview Terrence, asked for verification on which roads were included in the 2017 Road Improvement Project. Councilmember Broullon explained that Hillside Avenue was not included but would be a separate RFP being sent out next week. She also walked Ms. Niceforo the process to have a road engineered and repaired. The Council noted that they understood her frustration and would look into a better temporary solution until the road could be repaved.

Chris Francy, Fifth Street, questioned the Council on R-17-160 and requested that they ensure the contractor disposes of the waste properly. He also discussed with Mr. Chabarek and the Council the grease trap issue.

Acting Chief Robert Burton updated the Borough of the rock incident that occurred the previous month providing additional details. He also informed the Council on the Borough's on the all the things that has been done to increase pedestrian safety including making parts of Linden Avenue a School Zone. He stated that these initiatives counted towards the Borough's NJ Sustainability designation and added that the Borough would be recognized at the State's Easy Ride Champion for Change Award Ceremony.

Mayor O'Neil read an e-mail from Eric Heitmann acknowledging Code Enforcement Officer Dave Mercado for his outstanding performance of his job.

Mayor O'Neil closed the meeting to the public.

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Adjourn:

Mayor O'Neil motioned to adjourn the meeting which was seconded by Councilmember Kane-Wells. The meeting was adjourned at 8:49 pm.

Approval of the Minutes

A motion to approve the Minutes of September 6th 2017 was made by Councilmember Broullon and seconded by Councilmember Kane-Wells.

AYE: Councilmembers Broullon, D'Arrigo, Kane-Wells, Mayor O'Neil (4)

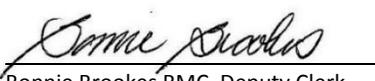
NAY: None (0)

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 20, 2017.

Approve: 
Richard W. O'Neil, Mayor

Attest: 
Bonnie Brookes RMC, Deputy Clerk