

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, September 20th 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

EXECUTIVE SESSION: 7:00PM

Contract Negotiations:	Police Trailer
Attorney-Client Privilege:	Recreation Department
Personnel:	Administrator's Contract

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Approval of Minutes
September 6th 2017

Public Comment on Resolutions

Resolution & Swearing In

R-17-162 Appoint Chief of Police: Robert Burton

Consent Agenda

R-17-163 Extend Trash Collection Contract
R-17-164 Authorize Payment of the Bills

Resolutions

R-17-165 Person to Person Transfer of Liquor License
R-17-166 Authorize Mayor's Signature on CDBG 2016 Documents

Ordinances: Public Hearing & Possible Adoption

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

Other Business:

Enforcement of Grease Traps – Update
Sanitary Sewer Scoping Report
Tideflex Valves
Administrator's Update

Public Comments:

Adjourn

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The Meeting was called to order at 7:00pm.

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
Brian Geoghegan, Administrator

Resolution to enter into Executive Session

A motion to enter into Executive Session was offered by Councilmember Broullon and seconded by Mayor O'Neil.

ROLL CALL:

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

NAY: None (0)

ABSENT: Councilmember Card (1)

ABSTAIN: None (0)

The Resolution to enter into Executive Session was properly approved.

Executive Session was entered into at 7:02pm.

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
Brian Geoghegan, Administrator
Dale Leubner, Zoning Officer

Approval of Minutes

September 6th 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 September 6th 2017 meeting minutes have been properly approved.

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.

Resolution & Swearing In

R-17-162 Appoint Chief of Police: Robert Burton

A motion to approve Resolution 17-162 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)

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ABSTAIN: None (0)

Resolution 17-162 was properly approved.

Mayor O’Neil swore in Robert Burton as Chief of Police.

Retired Police Chief Joe Blewett spoke and commented that he left the Highlands Police Department in good hands and wished Chief Burton the best.

Consent Agenda

R-17-163 Extend Trash Collection Contract

R-17-164 Authorize Payment of the Bills

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

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-17-165 Person to Person Transfer of Liquor License

Ms. Brookes stated that the application was not complete and as a result R-17-165 had be tabled until the following meeting. Councilmember Kane-Wells offered a motion to table R-17-165 until October 4th and was seconded by Mayor O’Neil.

ROLL CALL:

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

NAY: None (0)

ABSENT: Councilmember Card (1)

ABSTAIN: None (0)

Resolution 17-165 has been properly tabled.

R-17-166 Authorize Mayor’s Signature on CDBG 2016 Documents

Mr. Chabarek explained the need for the additional documents. Councilmember Broullon offered a motion to approve R-17-166 and was 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)

Resolution 17-166 has been properly approved.

Ordinances: Public Hearing & Possible Adoption

Public Comment on O-17-16

Mayor O’Neil opened the meeting to public comments.

Seeing no one from the public wishing to speak on O-17-16, Mayor O’Neil closed the meeting for public comments.

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

A motion to adopt O-17-16 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)

ABSTAIN: None (0)

Ordinance 17-15 has been properly adopted.

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Public Comment on O-17-17

Mayor O’Neil opened the meeting to public comments.

Carol Bucco, Shore Drive, questioned if any changes had been made since the introduction of O-17-17 and who would enforce the ordinance. Mr. Chabarek stated there were no changes and the Code Enforcement would be responsible.

Chris Francy, Fifth Street, commented on the sprinkler systems already in use in the Borough. Councilmember Broullon gave a brief history of the Borough code in relation to lawn sprinklers.

Seeing no one else from the public wishing to speak, Mayor O’Neil closed the meeting to the public.

O-17-17 Amend Code Concerning Lawn Sprinkler Systems

A motion to adopt O-17-17 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)

Ordinance 17-17 was properly adopted.

Other Business:

Enforcement of Grease Traps

Mr. Geoghegan gave a brief updated the Council on the status of the Construction Department’s handling of the situation.

Sanitary Sewer Scoping Report

Mr. Leubner explained that the Borough got quotes to have the sanitary sewers cleaned and scoped, as well as, discussing the findings and his recommendations. He stated that the Borough would be obtaining quotes to scope the stormwater sewer so everything can be corrected at once.

Tideflex Valves

Mr. Leibner stated the Borough received three quotes for valves with the lowest being Tideflex. He explained the project and noted options for Veteran’s Park in addition to making suggestions for Cedar Avenue. Mayor O’Neil explained the delay in purchasing the valves and discussed upcoming projects the Council will be considering with Mr. Leubner.

Administers Report

Mr. Geoghegan updated the Council on various items including TOMSA, Recreation programs, the elementary school drainage issue, and continuing shared services with Sea Bright for life guards and the street sweeper. He also noted that the Land Use Board minutes are up to date and commented on his continued work with New Jersey Civil Service, along with Middletown on Monmouth Hills.

Highlands Fire Department

Mayor O’Neil read into the record the Highlands Fire Department’s monthly report and listed their upcoming events.

Public Comments:

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

Tina Kaemmerer, Linden Street, had concerns over the sidewalks surrounding and the school not being properly shoveled in the winter causing people to walk in the road. Mayor O’Neil advised that the school is responsible for clearing their sidewalks and that it needs to be addressed with them.

Carol Bucco, Shore Drive, asked for an update on the new Borough Hall. Mr. Chabarek stated the contract for the property should be signed shortly. Ms. Bucco asked who owned the public-school property; the Borough or the Board of Education. She suggested if the Borough owns the property then to bus the children to another school and use the building as a Borough Hall.

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Chris Francy, Fifth Street, stated the Land Use Board was instructed to get planners for redevelopment and they are ready to place a purchase order for the services but do not have enough in their budget. Mayor O’Neil explained that the board did not budget enough for the planners. Mr. DiBlasio explained ways to handle the situation. Mayor O’Neil and Mr. Francy discussed the budget issue.

Mayor O’Neil closed the meeting to the public.

Adjourn:

Mayor O’Neil motioned to adjourn the meeting which was seconded by Councilmember Broullon. The meeting was adjourned at 8:42 pm.

Approval of the Minutes

A motion to approve the Minutes of September 20th 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: None (0)
ABSTAIN: Councilmember Card (1)

I, Bonnie Brookes, Acting 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 4, 2017.

Approve: 
Richard W. O’Neil, Mayor

Attest: 
Bonnie Brookes RMC, Deputy Clerk