

**Mayor & Borough Council Meeting Minutes**  
Community Center, 22 Snug Harbor Avenue, Highlands  
Thursday, October 17, 2018 at 7:00pm

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: 7:00PM**

Attorney-Client Privilege: Captain's Cove Marina  
Shadowlawn  
Highlands Business Partnership

Litigation: Hilltop at Highlands

**REGULAR MEETING: 8:00PM**

Call to Order  
Pledge of Allegiance  
Roll Call

**Approval of Minutes**

May 2<sup>nd</sup> 2018  
September 5<sup>th</sup> 2018

**Resolution**

R-18-181 Regarding the 2018 Mercantile License for Captain's Cove Marina

**Consent Agenda**

R-18-216 Approve Payment of the Bills  
R-18-217 Authorize Refund of Taxes  
R-18-218 Authorize Electronic Tax Sale

**Resolutions**

R-18-219 Authorize Execution of Memorandum of Agreement with the US Coast Guard  
R-18-220 Authorize Execution of Radio Frequency Use Agreement with Gateway NRA  
R-18-221 Approve Submittal & Execution of Grant Contract with NJDOT for 2018 Road Improvement Project  
R-18-222 Approve Advertisement for Receipt of Joint Bids for Solid Waste, Recycling & Bulk Collection with Sea Bright  
R-18-223 Referring Proposed Redevelopment Plan for B105.107, L1.1, Shadowlawn Mobile Home Park to the LUB

**Ordinance: Introduction & First Reading**

O-18-21 Amend Chapter 21 of Borough Code Concerning Expiration of Variances  
O-18-22 Amend Chapter 21 of Borough Code Concerning an Updated Zoning Map

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**Other Business:**

Engineer's Report

Administrator's Report

Police Chief's Report

**Public Comments:**

**Adjourn**



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Asbury Park Press and the Two River Times. Notice has been posted on the public bulletin board. Formal Action will be taken

**Pledge of Allegiance**

Lead by Mayor O'Neil

**Roll Call**

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

**Also Present:**

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

**Approval of Minutes**

**May 2<sup>nd</sup> 2018**

**Motion** to approve the May 2<sup>nd</sup> 2018 Council Minutes:

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

The May 2<sup>nd</sup> 2018 Minutes have been properly approved.

**September 5<sup>th</sup> 2018**

**Motion** to approve the September 5<sup>th</sup> 2018 Council Minutes:

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

The September 5<sup>th</sup> 2018 Minutes have been properly approved.

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**Resolution**

**R-18-181      Regarding the 2018 Mercantile License for Captain’s Cove Marina**

The Council discussed the status of the required repairs and confirmed with the property owner, Fred Rosiak that work was on schedule. Since progress was being made, Council decided to carry this resolution until the December 5<sup>th</sup> 2018 Council Meeting.

**Motion** to carry Resolution 18-181 until the December 5<sup>th</sup> 2018 Council Meeting:

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

Resolution 18-181 was properly carried until December 5<sup>th</sup> 2018..

**Consent Agenda**

- R-18-216      Approve Payment of the Bills
- R-18-217      Authorize Refund of Taxes
- R-18-218      Authorize Electronic Tax Sale

**Motion** to Approve the Consent Agenda:

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

The Resolution to approve the consent agenda was properly approved.

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**Resolutions**

**R-18-219      Authorize Execution of Memorandum of Agreement with the US Coast Guard**

**Motion** to Approve Resolution 18-219:

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

Resolution 18-219 was properly approved.

**R-18-220      Authorize Execution of Radio Frequency Use Agreement with Gateway NRA**

**Motion** to Approve Resolution 18-220:

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

Resolution 18-220 was properly approved.

**R-18-221      Approve Submittal & Execution of Grant Contract with NJDOT for 2018 Road Improvement Project**

**Motion** to Approve Resolution 18-221:

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

Resolution 18-221 was properly approved.

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**R-18-222 Approve Advertisement for Receipt of Joint Bids for Solid Waste, Recycling & Bulk Collection with Sea Bright**

**Motion** to Approve Resolution 18-222:

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

Resolution 18-222 was properly approved.

**R-18-223 Referring Proposed Redevelopment Plan for B105.107, L1.1, Shadowlawn Mobile Home Park to the LUB**

**Motion** to Approve Resolution 18-223:

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

Resolution 18-223 was properly approved.

**Ordinance: Introduction & First Reading**

**O-18-21 Amend Chapter 21 of Borough Code Concerning Expiration of Variances**

**Motion** to Introduce Ordinance 18-21:

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

Ordinance 18-21 was properly approved. The public hearing for this ordinance will be November 7<sup>th</sup> 2018.

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**O-18-22 Amend Chapter 21 of Borough Code Concerning an Updated Zoning Map**

**Motion** to Introduce Ordinance 18-22:

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

Ordinance 18-22 was properly approved. The public hearing for this ordinance will be November 7<sup>th</sup> 2018.

**Other Business**

**Engineer's Report**

Mr. Herrman provided an update for the Shore Drive pump station, Veteran's Park electric, and Police Department sewer connection. He discussed the timelines for the Valley Street improvements and the sanitary sewer CDBG. Mr. Herrman informed the Council on a complaint concerning the new flood maps which he reached out to FEMA to discuss. Councilmember D'Arrigo asked for an update on Pulte Homes' astronomical flood insurance rates. Mr. Herrman provided the history of flooding in the area and listed the issues the maps created adding that Pulte Homes is working on this issue. Mr. Herrman provided a brief history of the new maps and the issues it has created for the Borough.

**Administrator's Report**

Ms. Gonzales provided the timeline for the Valley Street sewer improvements along with Veteran's Park electric. She noted that the NJDOT would be resurfacing Route 36 soon and provided updates on the County's resurfacing project, plantings at the Shore Drive municipal lot, and the headwall on Jones Creek. Ms. Gonzales noted all the upcoming community events.

Councilmember D'Arrigo asked for volunteers to judge the upcoming Halloween Parade.

**Public Comments:**

**Name:** Carol Bucco

**Address:** Shore Drive

Stated for the record that her condo association would be using the Community Center on November 1<sup>st</sup> as a scheduling issue had been settled. She had questions and concerns about Resolutions 18-181, 18-217, and 18-222 which Ms. Gonzales addressed. Ms. Bucco asked why Councilmember D'Arrigo email was not working and Ms. Gonzales stated that it had been corrected.

**Name:** Kim Skorka

**Address:** Shore Drive

Thanked the Mayor and Council for planting trees and suggested that green infrastructure to be included in all future plans for the Borough. She inquired when the Shore Drive municipal lot would be striped which Ms. Gonzales replayed next week. Ms. Skorka asked when Bahrs Landing parking lot

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would be included in the Highlands Business Partnership (HBP) ordinance. Ms. Gonzales explained that parking lots were optional to be included. Mr. Chabarek noted that they do not want to piecemeal this ordinance and will amend it when the review is complete.

**Name:** Trish Rivera

**Address:** Waterwitch Avenue

Questioned if the Shadowlawn report will be available online and Mr. Chabarek stated that it would. Ms. Rivera expressed her disappointment that the Borough paved the Shore Drive municipal lot which is in a floodplain, in addition to, removing the sidewalk. Mayor O'Neil responded that the sidewalk destroyed during Super Storm Sandy.

Ms. Rivera asked when the bond ordinance would be approved so the work to help the flooding issue could begin. Mr. Chabarek explained the process to adopt the flood ordinance. Mr. Rivera asked if there was a final outfall report available and Councilmember Broullon explained that they only had the draft at this time. Ms. Rivera commented the Borough needs ensure pitch is done correctly on future paving projects and asked for an update on the Monmouth Hills runoff problem which Ms. Gonzales offered.

Ms. Rivera inquired about the Request for Proposals (RFP) that were posted on the Borough website and Councilmember Broullon noted this was an annual occurrence. Ms. Gonzales explained the fair and open process, as well as, the need for a risk manager.

**Name:** Unknown Resident

**Address:** Sea Drift Avenue

Stated that he sent a letter to the Mayor and Council concerning the amount of time and money being put into the Polaris application. Mr. Chabarek advised him that this should be presented to the Land Use Board as the Council is not permitted to comment.

**Name:** Scott Keller

**Address:** Huddy Avenue

Questioned if there would be a resolution to the Captain's Cove issue at the meeting it was carried to which Mr. Chabarek confirmed there would be. Mr. Keller asked for explanation of the redevelopment plan consisted of which Mr. Chabarek was happy to explain the process.

**Name:** Carol Bucco

**Address:** Shore Drive

Asked how often the police were patrolling the Borough, noting that a lot of political signs are being removed or damaged, and it would not happen if they patrolled more. Mr. Gonzales stated that she would speak to the Police Chief.

**Name:** Scott Keller

**Address:** Huddy Avenue

Stated that he is currently working at the marina at the Proving Ground and asked the Council if they would be opposed to having a mooring field which would attract more people to the Borough. Councilmember Ryan stated she would speak to Atlantic Highlands as they currently have one.

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**Name:** Scott Keller

**Address:** Huddy Avenue

Inquired if Rogers Avenue bulkhead plan involved grading and changing the bulkhead and expressed his concerns. Mayor O'Neil stated that it would be looked at and corrected if needed.

The meeting was closed to the public.

**Motion** to Adjourn the meeting:

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

The meeting was adjourned at 9:17pm.