

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, November 1st 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

| | |
|-----------------------------------|---|
| Personnel: | Temporary Administrative Secretary Interim Administrator |
| Contract Negotiations: | Parking License Agreement Project Engineer for 2017 Road Improvement Project Chief of Police Contract Veterans Memorial Park Restroom Building |
| Attorney-Client Privilege: | Health Care Waiver |

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Approval of Minutes
October 18th 2017

Public Comment on Resolutions

Consent Agenda

| | |
|-----------------|---|
| R-17-173 | DOT Grant Application Approval – Portland Road |
| R-17-174 | Authorize Disposal of Borough Property for Scrap |
| R-17-175 | Appoint Permanent Part-Time Crossing Guard |
| R-17-181 | Deauthorize Signature on Borough Accounts |

Resolutions

| | |
|-----------------|--|
| R-17-176 | Transfer of Surplus Funds |
| R-17-177 | Authorize State Contract Purchase of Modular Space |
| R-17-178 | Authorize State Contract Purchase of Police Interceptor |
| R-17-179 | Award Fair & Open Contract for 2017 Capital Improvement Project Engineer |
| R-17-180 | Award Non-Fair & Open Contract for Storm Sewer Cleaning & TV Inspection for Atlantic Street & Washington Avenue |
| R-17-182 | Authorize Payment of the Bills |
| R-17-183 | Appoint Interim Administrator |
| R-17-184 | Authorize Signature on Borough Accounts |

Other Business:

Revised Zoning Map
Police Chief Update
Engineer's Report

Public Comments:

Adjourn

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The Meeting was called to order 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.

ROLL CALL:

Present: Councilmembers Broullon, Card, D’Arrigo, Kane-Wells & Mayor O’Neil
Absent: None
Also Present: Bonnie Brookes, Deputy Borough Clerk
Patrick DeBlasio, CFO
Brian Chabarek, Borough Attorney

Resolution to enter into Executive Session

A motion to enter into Executive Session was offered by Councilmember Card and seconded by Councilmember Kane-Wells

ROLL CALL:

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

The Resolution to enter into Executive Session was properly approved.

Executive Session was entered into at 7:02pm.

REGULAR MEETING: **8:09PM**

Call to Order

Pledge of Allegiance

Mayor O’Neil asked for a moment of silence for the victims of the attack in New York.

ROLL CALL:

Present: Councilmembers Broullon, Card, D’Arrigo, Kane-Wells & Mayor O’Neil
Absent: None
Also Present: Bonnie Brookes, Deputy Borough Clerk
Brian Chabarek, Borough Attorney
Patrick DeBlasio, CFO
Dale Leubner, Borough Engineer

Approval of Minutes

October 18th 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 & Kane-Wells & Mayor O’Neil (3)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: Councilmembers Card & D’Arrigo (2)

The October 18th 2017 meeting minutes have been properly approved.

Public Comment on Resolutions:

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

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Resolution

R-17-185 Remove Temporary Administrative Secretary

Ms. Brookes read in full Resolution 17-185 into the record. Mayor O’Neil offered a motion to approve R-185 and it was seconded by Councilmember Broullon.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: Councilmember Card (1)

Resolution 17-185 has been properly approved.

Consent Agenda

R-17-173 DOT Grant Application Approval – Portland Road

~~R-17-174 Authorize Disposal of Borough Property for Scrap (REMOVED & TABLED)~~

R-17-175 Appoint Permanent Part-Time Crossing Guard

R-17-181 Deauthorize Signature on Borough Accounts

Councilmember Broullon motioned to remove R-17-174 from the Consent Agenda and table it which was seconded by Councilmember Card. Councilmember Card explained that Sea Bright expressed interest in the vehicle.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

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

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

The consent agenda has been properly approved.

Resolutions

R-17-176 Transfer of Surplus Funds

Mayor O’Neil offered a motion to approve R-17-176 and was seconded by Councilmember Broullon.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: Councilmember Card (1)

Resolution 17-176 has been properly approved.

R-17-177 Authorize State Contract Purchase of Modular Space

Mayor O’Neil offered a motion to approve R-17-177 and was seconded by Councilmember Broullon.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

Resolution 17-177 has been properly approved.

R-17-178 Authorize State Contract Purchase of Police Interceptor

Mayor O’Neil offered a motion to approve R-17-178 and was seconded by Councilmember Broullon.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

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Resolution 17-178 has been properly approved.

R-17-179 Award Fair & Open Contract for 2017 Capital Improvement Project Engineer

Mr. Chabarek stated that the award was to CME Engineering for \$45,500. Mayor O’Neil offered a motion to approve R-17-179 and was seconded by Councilmember Broullon.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: Councilman Card (1)

Resolution 17-179 has been properly approved.

R-17-180 Award Non-Fair & Open Contract for Storm Sewer Cleaning & TV Inspection for Atlantic Street & Washington Avenue

Mr. Leubner clarified some confusion regarding the location of the cleaning and inspection. Councilmember Card shared his thoughts on how the sewer should be handled moving forward. Councilmember Kane-Wells noted that the money for this was from a grant. Mr. Chabarek noted that contract was awarded to the American Pipe Cleaning, LLC. in the sum of \$5,641.05. Councilmember Broullon noted the streets included in this resolution and Mr. Chabarek noted that the resolution should be amended to clarify such. Mayor O’Neil offered a motion to approve R-17-180 as amended to say from Waterwitch to Atlantic Avenue from Bay to Shore and was seconded by Councilmember Broullon

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

Resolution 17-180 has been properly approved.

R-17-182 Authorize Payment of the Bills

Councilmember Broullon offered a motion to approve R-17-182 and was seconded by Councilmember Card.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

Resolution 17-182 has been properly approved.

R-17-183 Appoint Interim Administrator

Mr. Chabarek clarified the pay and the expiration date on the resolution. Councilmember Card and Councilmember Kane-Wells both expressed their thoughts on Ms. Gonzales qualifications. Mayor O’Neil offered a motion to approve R-17-183 and was seconded by Councilmember Broullon.

ROLL CALL:

AYE: Councilmembers Broullon, Card, Kane-Wells & Mayor O’Neil (3)

NAY: Councilmember Card (1)

ABSENT: None (0)

ABSTAIN: Councilmember D’Arrigo (1)

Resolution 17-183 has been properly approved.

R-17-184 Authorize Signature on Borough Accounts

Councilmember Broullon offered a motion to approve R-17-184 and was seconded by Mayor O’Neil.

ROLL CALL:

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

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

Resolution 17-184 has been properly approved.

Other Business:

Revised Zoning Maps

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Councilmember Broullon expressed concern with discrepancies which were not previously corrected. She also explained issues with zoning of Miller Street, the area of Havana, and the area where Logo Pro is located. Councilmember Broullon introduced Ken Braswell, Frank Nolan, and Rosemary Ryan, all members of the Land Use Board who were present and continued the discussion with them.

Police Chief Update

Chief Burton warned residents and business owners of various phone scams that there were being reported. Chief Burton informed the Council that the Borough received a Silver Award from NJ Safe Routes to School and explained the program and the events in the Borough. He noted that the Borough also received a pedestrian safety grant. Chief Burton noted that he was working on a parking permit ordinance for Shore Drive, tree trimming on Linden Avenue, and the police's participation in Men's Health Awareness Month.

Engineer's Report

Mr. Leubner provided an update on various projects including the road improvement project, sanitary sewer replacement on Bay Street, surveying of the OLPH property, in addition to open grants and grant applications. He also gave a timeline for the arrival of the duckbills.

New Borough Trailer

Councilmember Broullon briefly updated the public on the status of the new Borough Hall Trailer.

Stormwater

Councilmember Card expressed concern over the Linden Avenue U-turn flooding and discussed his thoughts on the reason and possible solutions.

Interim Administer

Mayor O'Neil asked Kim Gonzales to come and introduce herself to the public which she obliged and joined the Council at the front of the room.

Public Comments:

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

Frank Nolan, Snug Harbor, inquired if the permit parking ordinance would include Locust Avenue and the mayor confirmed it would.

Tina Kaemmerer, Linden Avenue, expressed frustration with run off from Middletown on her street, the jug handle, and Route 36. She asked why nothing could be done and declared that she is fed up being stuck as a result. Mayor O'Neil agreed the residents shouldn't suffer.

Carol Bucco, Shore Drive, asked about the sewer scoping being down in a piecemeal fashion and questioned why the whole Borough couldn't be done and if there was a plan for such. The Council discussed the locations and the awards for scoping.

Ms. Bucco inquired about the qualifications for the position of Administer. Mr. Chabarek noted that the qualifications are made by the municipalities and noted that the Borough Code is very detailed. Councilmember Card discussed the sewer problems with Ms. Bucco.

Ken Braswell, Gravelly Point Road, noted that flooding was his pet peeve and detailed the number of drains on Route 36, how many gallons of water they take in, and the area it covers which the Council discussed with him. Mr. Braswell also asked for the status of the Snug Harbor bathroom and questioned if there were permits and inspections. Council stated that they are working on it.

Ed Piryliis, Twin Light Terrace, questioned why Brian Geoghegan left Highlands. Mayor O'Neil noted that he got another position. Mr. Piryliis asked for a timeline for paving which Mr. Leubner provided pending cooperative weather.

Chief Burton encouraged residents not to believe everything on social media and encouraged people to sign up for the Borough's emergency alert system called Nixle. Councilmember Card also stressed the importance of residents educating themselves on tide and such when it comes to flooding.

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Mayor O’Neil wished everyone a Happy Thanksgiving and closed the meeting to the public.

Adjourn:

Mayor O’Neil motioned to adjourn the meeting which was seconded by Councilmember Kane-Wells. The meeting was adjourned at 9:10 pm.

Approval of the Minutes

A motion to approve the Minutes of November 1st 2017 was made by Councilmember Broullon and seconded by Councilmember D’Arrigo.


AYE: Councilmembers Broullon, Card, D’Arrigo & Kane-Wells (4)

NAY: None (0)

ABSENT: Mayor O’Neil (1)

ABSTAIN: None (0)

I, Bonnie Brookes, 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 December 6th 2017.

Approve: 
Carolyn Broullon, Council President

Attest: 
Bonnie Brookes RMC, Municipal Clerk