

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, December 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: Shore Drive Sewer Pumps
Lease Agreement, Lot 3, Block 56
Attorney-Client Privilege: Street Naming - Lighthouse Road/Lighthouse Drive.

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Approval of Minutes

December 6th 2017

Public Comment on Resolutions

Consent Agenda

R-17-198 – Municipal Alliance From 1B
R-17-199 – Authorize Overpayment of Taxes
R-17-200 – Authorize Facsimile Signatures on Borough Accounts
R-17-201 – Payment of the Bills
R-17-202 – Transfer of Surplus Funds

Resolutions

R-17-188 – Highlands Business Partnership 2018 Events Calendar

Ordinances: Public Hearing & Possible Adoption

O-17-21 – Amend Division of Tax Assessments Adding Office of Deputy Assessor
O-17-22 – Resident Parking Permits
O-17-23 – Tax Agreement with Sandy hook Developers LLC., B101 L27.03
O-17-24 – Amend Stipend for Health Care Benefits Waiver to Employees
O-17-25 – Bond Ordinance Amending Bond Ordinance O-13-20 (Which provides for Reconstruction of the North Street Pump Station) Adopted on October 24, 2013
O-17-26 – Establishing Salaries & Fixing Compensation of Certain Employees for 2018

Other Business:

Highlands Elementary School - Lighthouse District Selection
Highlands Housing Authority RAD Award
Engineer's Report & 2017 Year in Review
Police Chief's Report
Administers Report

Public Comments:

Adjourn

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, December 20th 2017
8:00pm

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, D'Arrigo & Kane-Wells
Absent: Councilmember Card & Mayor O'Neil
Also Present: Bonnie Brookes, Borough Clerk
Brian Chabarek, Borough Attorney
Patrick DeBlasio, CFO
Kim Gonzales, Interim Borough Administrator
Dale Leubner, T & M Associates

Resolution to enter into Executive Session

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

ROLL CALL:

AYE: Councilmembers Broullon, D'Arrigo & Kane-Wells (3)
NAY: None (0)
ABSENT: Councilmember Card & Mayor O'Neil (2)
ABSTAIN: None (0)

The Resolution to enter into Executive Session was properly approved.

Executive Session was entered into at 7:07 pm.

REGULAR MEETING: 8:00PM

Call to Order

Pledge of Allegiance

ROLL CALL:

Present: Councilmembers Broullon, D'Arrigo & Kane-Wells
Absent: Councilmember Card & Mayor O'Neil*
Also Present: Bonnie Brookes, Borough Clerk
Brian Chabarek, Borough Attorney
Patrick DeBlasio, CFO
Kim Gonzales, Interim Borough Administrator
Dale Leubner, T & M Associates

Approval of Minutes

December 6th 2017 - Regular Meeting

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

ROLL CALL:

AYE: Councilmembers Broullon, D'Arrigo & Kane-Wells (3)
NAY: None (0)
ABSENT: Councilmember Card & Mayor O'Neil (2)
ABSTAIN: None (0)

The December 6th 2017 meeting minutes have been properly approved.

Public Comment on Resolutions:

Council President Broullon opened the meeting to public comments.

Jim Bollerman, Sandy Hook Developers, inquired if this was the time to discuss the ordinances. Council President Broullon stated that was later during the meeting.

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, December 20th 2017
8:00pm

Steve Solop, Bay Avenue, questioned the Status of Resolution 17-188. Councilmember Broullon stated it would be voted on this evening.

Kim Skorka, Shore Drive, requested information on Resolution 17-188. She inquired if the Borough was going to request reimbursement for all the labor and services that they provide to the Highlands Business Partnership (HBP) for their events.

Carla Cafalo, Gravelly Point Road, explained that the businesses pay additional taxes for these services.

Steve Solop, Bay Avenue, asked for an update on the Council's inquiry into the HBP and noted his issues with not receiving a copy of the HBP budget.

Mr. Chabarek explained the process in which the Council approves the HBP budget and clarified R-17-188 was not approving the HBP budget. Council President Broullon noted that all businesses would be receiving a survey concerning their satisfaction with the HBP which the Council will review the results of.

Kim Skorka, Shore Drive, noted that the HBP were almost never billed by the Borough for these events and felt that they should be.

Nancy Burton, Atlantic Street & In the Garden, stated that all the business owners receive the budget information and encouraged unhappy business owners to attend the HBP meetings.

Bill Iller, Bay Avenue & Jackson Street, stated that he receives numerous e-mails from the HBP. He added that the businesses are taxed for the services as being part of the Business Improvement District (BID) and pay for those services.

Steve Solop, Bay Avenue, commented that some businesses get no benefit from the HBP events for various reasons. He added they he had attended the HBP meetings in the past and felt he was being ignored.

Council President Broullon closed the meeting to the public.

Highlands Elementary School – Lighthouse District Selection

Councilmember Kane-Wells recognized the school for being recognized by the State of New Jersey as a Lighthouse District and read the letter from the State bestowing this honor upon them. She acknowledged the school and the administration for their work and dedication and stated how proud she was of the Highlands school district.

Principal Rosemary Shultz stated that Highlands Elementary School was one of seven schools in the State given this distinction. They noted how proud they were of the students, teachers, and school community.

Consent Agenda

R-17-198 – Municipal Alliance From 1B

R-17-199 – Authorize Overpayment of Taxes

R-17-200 – Authorize Facsimile Signatures on Borough Accounts

R-17-201 – Payment of the Bills

R-17-202 – Transfer of Surplus Funds

Councilmember Broullon approve the consent agenda which was seconded by Councilmember Kane-Wells.

ROLL CALL:

AYE: Councilmembers Broullon, D'Arrigo & Kane-Wells (3)

NAY: None (0)

ABSENT: Councilmember Card & Mayor O'Neil (2)

ABSTAIN: None (0)

The Consent Agenda was properly approved.

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, December 20th 2017
8:00pm

Resolutions

R-17-188 – Highlands Business Partnership 2018 Events Calendar

Councilmember Broullon motioned to approve R-17-188 which was seconded by Councilmember Kane-Wells. Councilmember D'Arrigo stated her opposition to approving the calendar reading a prepared statement. Councilmember Kane-Wells expressed her thoughts, noting that the calendar and how the HBP uses their funding are two different issues. The Council discussed how they would like to see these events run in the future.

ROLL CALL:

AYE: Councilmembers Broullon & Kane-Wells (2)

NAY: Councilmember D'Arrigo (1)

ABSENT: Councilmember Card & Mayor O'Neil (2)

ABSTAIN: None (0)

Resolution 17-188 has been properly approved.

Ordinances: Second Reading, Public Hearing & Possible Adoption

O-17-21 – Amend Division of Tax Assessments Adding Office of Deputy Assessor

Council President Broullon opened the meeting to the public.

Carol Bucco, Shore Drive, inquired the need for the additional position which Councilmember Broullon explained.

Council President Broullon closed the meeting to the public. Councilmember Broullon motioned to adopt Ordinance 17-21 which was seconded by Councilmember Kane-Wells.

ROLL CALL:

AYE: Councilmembers Broullon, D'Arrigo & Kane-Wells (3)

NAY: None (0)

ABSENT: Councilmember Card & Mayor O'Neil (2)

ABSTAIN: None (0)

Ordinance 17-21 has been properly adopted.

O-17-22 – Resident Parking Permits

Council President Broullon opened the meeting to the public.

Kim Skorka, Shore Drive, noted that she objects to Shore Drive being included in the ordinance. She commented that yellow curbs and greater enforcement would be a better solution. She stated that permits are a waste of money and the police's time. Ms. Skorka noted that the only way she would support it was if additional streets were included.

Carol Bucco, Shore Drive, explained that she had been requesting yellow curbs for two years on Shore Drive. She stated many accidents occur on Shore Drive because the people leaving the ferry do not stop and residents cannot see cars coming when turning out of their driveways. She noted that permits had been used in the past on Shore Drive.

Carla Cafalo, Gravelly Point Road, stated that she had discussed this ordinance with some of the business owners and requested that during dinner hours a permit not be required. She noted that this would assist the businesses and keep the commuters from parking on the street.

Carol Bucco, Shore Drive, stated that she does not believe anyone parks on Shore Drive when going to dinner at the restaurants in that area.

Jim Bollerman, Sandy Hook Developers, stated that he agrees with the need on the other streets but not on Shore Drive. He provided the Council a history of his business' approvals by the Borough and how that was dependent on Shore Drive street parking. He noted that Shore Drive is overflow for his business and that employees park there when they are busy.

Chief Burton stated that he appreciated the resident's concerns but still recommended the Council approve the ordinance. He noted that this is not the answer but is a first step to solve the problem. He also noted for the ordinance allows him to suspend the requirement if needed.

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, December 20th 2017
8:00pm

Jim Bollerman, Sandy Hook Bay Developers, said that the police should study the situation more prior to the Council adopting an ordinance unless it is an immediate public safety issue.

Councilmember Broullon addressed Mr. Bollerman's comments.

Kim Skorka, Shore Drive, stated that the Sandpiper has yellow lines and a crosswalk and suggested doing more of the same.

Council President Broullon closed the meeting to the public.

*Mayor O'Neil called into the meeting via phone at 8:48pm. He was placed on speaker.

Councilmember Broullon motioned to adopt Ordinance 17-22 which was seconded by Councilmember Kane-Wells.

ROLL CALL:

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

NAY: None (0)

ABSENT: Councilmember Card (1)

ABSTAIN: Councilmember D'Arrigo (1)

Ordinance 17-22 has been properly adopted.

O-17-25 – Bond Ordinance Amending Bond Ordinance O-13-20 (Which provides for Reconstruction of the North Street Pump Station) Adopted on October 24, 2013

Council President Broullon opened the meeting to the public. Seeing no one from the public wishing to speak Council President Broullon closed the meeting to the public. Councilmember Broullon motioned to adopt Ordinance 17-25 which 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)

Ordinance 17-25 has been properly adopted.

O-17-23 – Tax Agreement with Sandy hook Developers LLC., B101 L27.03

Councilmember Broullon provided background information. Mr. Chabarek explained the details and requirements of the ordinance. Council President Broullon opened the meeting to the public.

*Mayor O'Neil left the meeting at 8:52pm.

Jim Bollerman, Sandy Hook Developers, provided a history of the Sandy Hook Developer's project and explained that he felt they had been offered something which was later taken away. He noted that many business owners choose Highlands over other municipalities due to the tax abatement program. He continued, explaining that he thought the completion standard had been changed by the Borough.

Luke Bollerman, Sandy Hook Developers, read the definition of completion to the Council and expressed that he believed that a temporary certificate of occupancy satisfied that requirement.

Jim Bollerman, Sandy Hood Developers, noted that there are other outside agencies which are holding up their projects and approvals which are needed prior to receiving the final certificate of occupancy. He explained that they are doing the best they can but it is out of their control adding that the abatement should not be held up as a result.

Mr. Chabarek explained the ordinance and suggested that Mr. Jim Bollerman's attorney reach out to him to discuss the situation at greater length which Mr. Jim Bollerman was agreeable to.

Councilmember D'Arrigo inquired which agencies they were having issues with receiving approvals from which Mr. Jim Bollerman provided. Councilmember Broullon offered the Borough Engineer's assistance in trying to cut some of the red tape he was facing.

Mr. Bollerman continued to explain to the Council why he believes that his project is complete as it concerns to the tax abatement program.

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, December 20th 2017
8:00pm

Bill Iller, Bay Avenue & Jackson Street, inquired why the Borough wouldn't work with the business owners explaining that this would be common sense.

Carla Cafalo, Gravelly Point Road, commented that the tax abatement could be used as a recruiting tool for businesses.

Mr. Chabarek explained the state statute regarding tax abatement.

Council President closed the meeting for comment on O-17-23.

Councilmember Broullon motioned to introduce Ordinance 17-23 which did not receive a second. No roll call was taken. Ordinance 17-23 was not properly adopted.

O-17-24 – Amend Stipend for Health Care Benefits Waiver to Employees

Council President Broullon motioned to open the meeting to the public. Seeing no one from the public wishing to speak, Council President Broullon closed the meeting to the public. Councilmember Broullon motioned to adopt Ordinance 17-24 which was seconded by Councilmember Kane-Wells.

ROLL CALL:

AYE: Councilmembers Broullon, D'Arrigo & Kane-Wells (3)

NAY: None (0)

ABSENT: Councilmember Card & Mayor O'Neil (2)

ABSTAIN: None (0)

Ordinance 17-24 has been properly adopted.

O-17-26 – Establishing Salaries & Fixing Compensation of Certain Employees for 2018

Council President Broullon opened the meeting to the public.

Carol Bucco, Shore Drive, stated that she did not oppose fixing the ordinance but would like to know which positions listed in the ordinance are filled, by whom, and their salary.

Council President Broullon closed the meeting to the public. Councilmember Broullon motioned to adopt Ordinance 17-26 which was seconded by Councilmember Kane-Wells.

ROLL CALL:

AYE: Councilmembers Broullon, D'Arrigo & Kane-Wells (3)

NAY: None (0)

ABSENT: Councilmember Card & Mayor O'Neil (2)

ABSTAIN: None (0)

Ordinance 17-26 has been properly adopted.

Other Business:

Highlands Housing Authority

Councilmember Kane-Wells announced that the Highlands Housing Authority was awarded a grant to help subsidize the conversion to a HUD Rental Assistance Demonstration (RAD) Program which will fund capital improvements and programs.

Engineer's Report

Mr. Leubner provided an update on the road improvement project and Bay Street. He noted that they are still working on bring electricity to Veterans' Park. Mr. Leubner reviewed the year's accomplishments including the completion of Phase II of the Streetscape Project, refacing Miller Street, the reconstruction of Peak Street, revetment of South Bay Avenue pump station, ordering of outfall pipe valves, in addition to, the cleaning and televising storm and sanitary sewers.

Police Chief's Report

Chief Burton informed the Council that the Police Department had received a pedestrian safety grant which will be used to purchase flashing cross walk signs. He encouraged residents be careful as packages have been stolen off stoops and thanked the community for all the cards and baked goods the police have received for the holiday season.

Mayor & Borough Council Meeting Minutes
Community Center – 22 Snug Harbor – Highlands
Wednesday, December 20th 2017
8:00pm

Administer's Report

Ms. Gonzales noted that the move of Borough officers to the new trailer were complete. She commented on the Tax Assessor's hours, the Bay Street project, fence repairs on Linden Avenue, and added that the Borough would be hosting a shredding event in the new year. Ms. Gonzales also thanked all the employees for a great 2017.

Public Comments:

Council President Broullon opened the meeting to the public for comment.

Kim Skorka, Shore Drive, thanked the police for their work on pedestrian safety. She also noted that she disagreed with Mayor being able to call in and vote on agenda items.

Nancy Burton, Atlantic Street & In the Garden, noted that the HBP works very hard and is dedicated to recruiting business into the Borough and listed all the new businesses for 2017. Ms. Burton commented on the many things the HBP does and donates back to the Borough which helps make Highlands a great community.

Councilmember D'Arrigo informed the public that she was tasked with speaking to the business owners who were unhappy with the HBP and finding out why.

Nancy Burton, Atlantic Street & In the Garden, commented that event days are some of the busiest days for many of the businesses in the Borough.

Bill Iller, Bay Avenue & Jackson Street, seconded Ms. Burton's comments. He said that originally when he came to Highlands he was not a fan of the HBP but he has since converted. He explained all the wonderful things the HBP does for the community. Mr. Iller stated that he doesn't care about the survey but suggested that business owners who are unhappy get involved with the HBP. He praised Ms. Cafalo for all she does and noted how the HBP has been a benefit to the community.

Councilmember D'Arrigo again stated that she was provided a task and she was doing what she was asked.

Mr. Iller also expressed his dissatisfaction with moving the Borough Hall out of the downtown and up to the highway along with creating a municipal complex with departments which are currently separate. He noted that the Council promised full transparency in this process and noted that he does not feel that has occurred when selecting the location. He proposed other locations in the Borough for the building.

Mr. Chabarek noted that the contract for the location has already been signed and that once the final contingency is complete the Borough is obligated to move forward.

Mr. Iller asked the Council to delay the closing and poll the residents if they liked the location or the complex concept.

Carol Bucco, Shore Drive, noted that the recording of the Town Hall meeting was of inferior quality and commented on the poor attendance.

Carla Cafalo, Gravelly Point Road, thanked the police for all their service and help.

Council President Broullon closed the meeting to the public.

Council President Broullon thanked Councilmember Kane-Wells for her 15 years of service to the Borough. Councilwoman Kane-Wells said she will still be volunteering and will miss being on Council.

Councilmember D'Arrigo explained Councilmember Card's absence at the meeting. She thanked both Councilmember Card and Kane-Wells for their service.

Councilmember D'Arrigo informed the public that the Borough should have received a determination letter from FEMA by today but it has not arrived.

Adjourn:

Mayor & Borough Council Meeting Minutes
 Community Center – 22 Snug Harbor – Highlands
 Wednesday, December 20th 2017
 8:00pm

Council President Broullon motioned to adjourn the meeting which was seconded by Councilmember Kane-Wells. The meeting was adjourned at 9:51 pm.

MOTION to approve the December 20th 2017 Minutes:

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

I, Bonnie Brookes, 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 Council Meeting, held February 21st 2018. WITNESS my hand this 22nd day of February 22nd 2018.



Bonnie Brookes, RMC
 Municipal Clerk