

**Mayor and Council  
Agenda  
Community Center,  
22 Snug Harbor Avenue, Highlands  
Wednesday, March 1, 2017  
7:00 p.m.**

**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**

**Attorney-Client Privilege: Bay Pointe at Highlands Condominium Association  
Contract Negotiations: Potential acquisition of Property - Block 37, Lots 12.01 and 13 for New Borough Hall  
M&S Waste Services Contract/Commercial pick-up**

**REGULAR MEETING: 8:00PM**

Call to Order  
Pledge of Allegiance  
Roll Call

**Approval of Minutes:** February 15, 2017 – Regular Meeting

**Public Comments on Resolutions**

**Resolutions**

**R-17-062** - Accepting Pocket Meadow Initiative Project  
**R-17-063** - Appointing Member to the Communications Committee  
**R-17-064** - Appointing Members of the Green Team Advisory Committee  
**R-17-065** - Renewing Shared Services with Atlantic Highlands for Acting Municipal Clerk/Registrar and Acting Deputy Registrar  
**R-17-066** - Refunding Mercantile Licensing Fee – Captain’s Cove Marina  
**R-17-067** - Payment of Bills

**Ordinances: Public Hearing/Possible Adoption**

**O-17-04** - Capital Ordinance Providing for Various Capital Improvements  
**O-17-05** - Amending Bond Ordinance Number O-13-17 (Which Provides for Wall Reconstruction)

**Mayor and Council  
Agenda  
Community Center,  
22 Snug Harbor Avenue, Highlands  
Wednesday, March 1, 2017  
7:00 p.m.**

**Other Business:**

**Street Vacation Request for 47 Twin Lights Terrace, Block 25, Lots 4 and 5  
Block 37 Lots 12&13 OLPH Site for the New Borough Hall**

**Public Comments:**

**Adjourn:**



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 17-062

RESOLUTION ACCEPTING POCKET MEADOW INITIATIVE PROJECT OFFERED TO COMMUNITY PARTNERS BY THE **BOWMAN'S HILL WILDFLOWER PRESERVE**

WHEREAS, **the Bowman's Hill Wildflower Preserve has selected the Borough of Highlands** as a community partner eligible for a program to embrace the Pocket Meadow Initiative Project; and

WHEREAS, the Pocket Meadow Initiative is a program designed to take a small **piece of the Preserve's Meadow and recreate it in public spaces; and**

WHEREAS, a Pocket Meadow can transform an empty lot into a meaningful garden that will help to create a sense of season and place and provide an essential habitat for pollinators; and

WHEREAS, **through a grant program and donations, Bowman's Hill Wildflower Preserve** will provide the following to the selected community partners: introductory consultations, site visits and survey recommendations, planting design for approximately 200 square feet of area, native plants chosen specifically for the site selected, initial **supervision on "Planting Day", a long term maintenance plan and curriculum co-development; and**

WHEREAS, the Governing Body wishes to accept the aforesaid Pocket Meadow **Initiative Project, by and through the Bowman's Hill Wildflower Preserve, which is** offering the project to community partners through a grant program and donations at no cost to the Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the Borough of Highlands accepts the Pocket Meadow Initiative Project **offered to community partners through the Bowman's Hill Wildflower Preserve which is** offering the project to community partners through a grant program and donations at no cost to the Borough.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 17-063

### RESOLUTION APPOINTING MEMBER TO THE COMMUNICATIONS COMMITTEE

WHEREAS, by way of Resolution 17-027, the Borough of Highlands established a Communications Committee, which is advisory in nature, for the year 2017 for the purpose of advising the governing body as to email, website, social media, and re-branding in order to provide a consistent message by and for the Borough of Highlands; and

WHEREAS, by way of Resolution 17-027, the Communications Committee shall consist of not less than five (5) and not more than nine (9) resident members in order to streamline Borough messages to residents, businesses and investors; and

WHEREAS, in accordance with Resolution 17-027, all appointments shall be for a one-year term to expire on December 31, 2017; and

WHEREAS, in accordance with Resolution 17-027, the following members were appointed to serve on the Communications Committee: Jen Olson, Al Pritchard, Greg Wells and Jo-Anne Olsezewski; and

WHEREAS, in accordance with Resolution 17-027, Carolyn Broullon was appointed to serve as the Council Liaison to the Communications Committee; and

WHEREAS, the governing body wishes to appoint the following individual to serve on the Communications Committee due to vacancies which currently exist: Ray Goddard.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that Ray Goddard is hereby appointed to serve on the Communications Committee for a one-year term to expire on December 31, 2017.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 17-064

## RESOLUTION APPOINTING MEMBERS OF THE GREEN TEAM ADVISORY COMMITTEE IN ACCORDANCE WITH ORDINANCE O-17-02

WHEREAS, by way of Ordinance O-17-02, duly adopted by the governing body on February 15, 2017, the Green Team was established as a permanent advisory committee; and

WHEREAS, by way of Ordinance O-17-02, the governing body shall appoint nine (9) Borough residents to serve on the Green Team. One (1) member must be on the Land Use Board; one (1) member must be on the Environmental Commission; one (1) member must be a Highlands Business Owner; one (1) member must be a Department of Public Works Employee and one (1) member must be a Recreation Department Employee; and

WHEREAS, in accordance with Ordinance O-17-02, initially three members shall be appointed to a three (3) year term, three members shall be appointed to a two (2) year term and three (3) members shall be appointed to a one (1) year term; and

WHEREAS, in accordance with Ordinance O-17-02 after the initial appointments, all terms shall be for a period of three (3) years; and

WHEREAS, in accordance with Ordinance O-17-02, the Mayor and a member of the governing body shall serve as ex officio members of the Green Team; and

WHEREAS, the governing body wishes to appoint the following individuals to serve on the Green Team with their terms of office set forth below:

Green Team	Classification	Term of office
Nancy Burton	Resident	One year - 2017
Rosemary Ryan	Resident	Two years - 2018
Linda Ziemba	Resident	Three years - 2019
Scott Keller	Resident	One year - 2017
Ken Braswell	Land Use Board	Two years - 2018
Steve Szulecki	Environmental Commission	Three years - 2019
Carla Cefalo	Business Owner	One year - 2017
Joe Misita	Department of Public Works	Two years - 2018
Diane Knox	Recreation Department	Three years - 2019
Carolyn Broullon	Council Liaison	One year - 2017

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the above-named individuals shall serve on the Green Team Advisory Committee for the terms set forth above.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 17-065

RESOLUTION RENEWING SHARED SERVICES AGREEMENT WITH THE BOROUGH OF ATLANTIC HIGHLANDS TO PROVIDE THE SERVICES OF THE ACTING MUNICIPAL CLERK/REGISTRAR AND ACTING DEPUTY REGISTRAR AND EXTENDING THE TERMS OF THE SAID AGREEMENT FOR A PERIOD OF NINETY (90) DAYS

WHEREAS, by way of Resolution R-16-149, Dwayne M. Harris, RMC, CMR, RPPO and QPA was appointed to serve in the position of acting Municipal Borough Clerk in accordance with the terms of a Shared Services Agreement which has a right to renew; and

WHEREAS, by way of Resolution R-16-149, Elizabeth Merkel was appointed to serve in the position of acting Deputy Registrar in accordance with the terms of a Shared Services Agreement which has a right to renew; and

WHEREAS, the aforesaid appointments were made due to medical disabilities of the Borough Clerk and Deputy Borough Clerk and Registrar, wherein the said individuals were out with medical disabilities for an indeterminate amount of time; and

WHEREAS, the Borough Clerk remains out with a medical disability for an indeterminate amount of time; and

WHEREAS, the Deputy Borough Clerk and Registrar also remains out with a medical disability for an indeterminate amount of time; and

WHEREAS, in accordance with Resolution R-16-149, the Borough executed a Shared Services Agreement with the Borough of Atlantic Highlands to provide the services of Acting Municipal Clerk/Registrar and Acting Deputy Registrar in accordance with the applicable statutes of the State of New Jersey; and

WHEREAS, in accordance with the terms of the aforesaid Shared Services Agreement and as set forth in Resolution R-16-149, the aforementioned appointments to Acting Municipal Borough Clerk and Acting Deputy Registrar were effective through December 31, 2016 with the right to renew the said Shared Services Agreement upon the terms and conditions set forth therein; and

WHEREAS, by way of Resolution R-16-231, the appointment of Dwayne M. Harris, RMC, CMR, RPPO and QPA to serve in the position of Acting Municipal Borough Clerk was extended for a period of ninety (90) days through March 31, 2017, in accordance with the terms of the aforesaid Shared Services Agreement which contains the right to renew; and

WHEREAS, by way of Resolution R-16-231, the appointment of Elizabeth Merkel to serve as Acting Deputy Registrar, was extended for a period of ninety (90) days, through March 31, 2017, in accordance with the terms of the aforesaid Shared Services Agreement which contains the right to renew; and

WHEREAS, the Borough of Highlands has notified the Borough of Atlantic Highlands of its intention to renew the Shared Services Agreement and extend the same for a period of ninety (90) days, through June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Council of the Borough of Highlands that the appointment of Dwayne M. Harris, RMC, CMR, RPPO and QPA to serve in the position of Acting Municipal Borough Clerk is hereby extended for a period of ninety (90) days, through June 30, 2017, and the appointment of Elizabeth Merkel to serve as Acting Deputy Registrar, is hereby extended for a period of ninety (90) days, through June 30, 2017, in accordance with the terms of the aforesaid Shared Services Agreement which has a right to renew.

BE IT FURTHER RESOLVED, that certified copies of this Resolution shall be forwarded to the Chief Financial Officer and the Borough of Highlands Administrator as well as the Borough of Atlantic Highlands Administrator and Municipal Clerk for the Borough of Atlantic Highlands.





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 17-066

### REFUND OF MERCANTILE LICENSE FEE

WHEREAS, Captains Cove Marina applied for a 2017 Mercantile License and paid an application fee in the amount of \$50.00; and,

WHEREAS, the Mercantile License application was subsequently denied and the fees paid need to be refunded to the applicant; and,

WHEREAS, in accordance with N.J.S.A. 40:52-2(b), 90% of the application fee shall be refunded if the application is denied; and

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands, County of Monmouth, and State of New Jersey that the refund of the 2017 Mercantile License fee, paid by Captains Cove Marina, in accordance with N.J.S.A. 40:52-2(b) in the amount of \$45.00 is hereby authorized.



BOROUGH OF  
HIGHLANDS COUNTY  
OF MONMOUTH

## RESOLUTION 17-067

### RESOLUTION AUTHORIZING PAYMENT OF BILLS

**WHEREAS**, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated February 24, 2017, which totals as follows:

Current Fund	\$708,352.04
Sewer Account	\$20,627.54
Capital Fund	\$0.00
Trust-Other	\$62,730.70
Federal/State Grants	\$85.00

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$791,795.28** be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is on file in the Municipal Clerk's office for reference.

**RECAP OF PAYMENT OF BILLS  
03/01/2017**

<b>CURRENT:</b>		\$	708,352.04
Payroll	(02/15/2017)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	20,627.54
Payroll	(02/15/2017)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	
<b>CAPITAL-MANUAL CHECKS</b>		\$	
Voided Checks		\$	
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	62,730.70
Payroll	(02/15/2017)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	
<b>GRANT FUND</b>		\$	85.00
Payroll	(02/15/2017)	\$	
Manual Checks		\$	
Voided Checks		\$	
<b>DEVELOPER'S TRUST</b>		\$	
Manual Checks		\$	
Voided Checks		\$	

**THE COMPLETE PAYMENT OF BILLS IS AVAILABLE IN  
THE CLERK'S OFFICE FOR ANYONE THAT WISHES TO REVIEW THE LIST.**



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 17-04

**CAPITAL ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS, BY AND IN THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$1,025,000 THEREFOR (\$175,000 FROM THE BOROUGH'S CAPITAL SURPLUS ACCOUNT AND \$370,714 FROM THE BOROUGH'S CAPITAL IMPROVEMENT FUND; \$146,286 FROM A COMMUNITY DEVELOPMENT BLOCK GRANT RECEIVED OR EXPECTED TO BE RECEIVED FROM THE STATE OF NEW JERSEY; \$333,000 FROM A NEW JERSEY DEPARTMENT OF TRANSPORTATION GRANT RECEIVED OR EXPECTED TO BE RECEIVED FROM THE STATE OF NEW JERSEY) TO PAY FOR THE COST THEREOF**

**WHEREAS**, the Borough of Highlands, in the County of Monmouth, State of New Jersey (the "Borough"), wishes to undertake various capital improvements throughout the Borough; and

**WHEREAS**, the cost of said improvements or purposes is estimated to be \$1,025,000; and

**WHEREAS**, the Borough desires to authorize the appropriation and expenditure of \$1,025,000, which sum includes \$175,000 from the Borough's Capital Surplus Account; \$370,714 from the Borough's Capital Improvement Fund; \$146,286 from a Community Development Block Grant received or expected to be received from the State of New Jersey; and \$333,000 from a New Jersey Department of Transportation Grant received or expected to be received from the State of New Jersey to undertake various capital improvements.

**BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY** (a majority of the full membership thereof affirmatively concurring), **AS FOLLOWS:**

**SECTION 1.** The capital improvements or purposes described below are hereby authorized as general capital improvements to be undertaken by the Borough. For the said improvements or purposes, the Borough hereby appropriates the amount of \$1,025,000, which sum includes \$175,000 from the Borough's Capital Surplus Account; \$370,714 from the Borough's Capital Improvement Fund; \$146,286 from a Community Development Block Grant received or expected to be received from the State of New Jersey; and \$333,000 from a New Jersey Department of Transportation Grant received or expected to be received from the State of New Jersey.

**SECTION 2.** The capital improvements or purposes hereby authorized are various capital improvements including, but not limited to, sanitary sewer improvements from Atlantic Street to Washington Avenue (from Shore Drive to Bay Avenue); Improvements to Bay Street (from Woodland Avenue to Grand Tour); Improvements to North Peak Street (from Valley Street to Terminus); Improvements to Valley Street (from Shore Drive to Fifth Avenue); Improvements to Twin Lights Terrace (from Light House Road to Hillside Court); Improvements to Miller Street (from Shore Drive to Bay Avenue); and also including all engineering and design work, surveying, construction planning, preparation of plans and specifications, permits, bid documents, construction inspection and contract administration, and all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto. All expenditures for such improvement or purpose shall comply with the Local Public Contracts Law N.J.S.A. 40A:11-1, et. seq.

**SECTION 3.** The expenditures for the improvements or purposes set forth in Section 2 hereof are hereby authorized and approved. The Mayor, the Acting Clerk, the Chief Financial Officer or any other official/officer of the Borough is each hereby authorized and directed to execute, deliver and perform any agreement with the State of New Jersey to undertake the improvements or purposes set forth herein and to effectuate the transaction contemplated hereby.

**SECTION 4.** The capital budget of the Borough is hereby amended to conform with the provisions of this capital ordinance to the extent of any inconsistency herewith and a resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs is on file in the Office of the Clerk and is available for public inspection.

**SECTION 5.** This ordinance shall take effect immediately after final adoption and approval by the Mayor as described in N.J.S.A. 40:49-2.

Motion: Introduce Ordinance 17-04, Moved **by Mayor O'Neil**, Seconded by Councilmember Broullon.

Vote: Motion carried by roll call vote (summary: Yes = 5, No=0, Abstain= 0).

Yes: **Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil.**

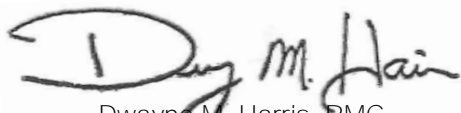
No:

Absent:

Abstain:

Public Hearing and possible adoption will be held on March 01, 2017.

I, Dwayne M, Harris, Acting 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 Regular Meeting, held February 15, 2017. WITNESS my hand this 16th day of February 2017.

A handwritten signature in black ink that reads "Dwayne M. Harris". The signature is written in a cursive style with a large, stylized initial "D".

Dwayne M. Harris, RMC  
Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 17-05

**BOND ORDINANCE AMENDING BOND ORDINANCE NUMBER O-13-17 (WHICH PROVIDES FOR WALL RECONSTRUCTION) HERETOFORE FINALLY ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, ON SEPTEMBER 18, 2013, TO AMEND THE TITLE AND DESCRIPTION SET FORTH THEREIN TO PROVIDE FOR WALL RECONSTRUCTION AND VARIOUS BAY STREET IMPROVEMENTS**

**BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:**

**SECTION 1.** The bond ordinance of the Borough of Highlands, in the County of Monmouth, State of New Jersey (the "Borough"), heretofore finally adopted by the Borough Council on September 18, 2013, numbered O-13-17 and entitled, "BOND ORDINANCE PROVIDING FOR WALL RECONSTRUCTION IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY, APPROPRIATING \$500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$475,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF" (the "Original Ordinance"), which Original Ordinance is hereby amended and supplemented to the extent and with the effect as follows:

A. The title of the Bond Ordinance shall be amended to read in its entirety as follows:

"BOND ORDINANCE PROVIDING FOR WALL RECONSTRUCTION AND VARIOUS BAY STREET IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY, APPROPRIATING \$500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$475,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF"

B. The improvements or purposes described in Section 3(a) of the Original Ordinance is hereby amended such that Section 3(a) thereof is hereby amended to read as follows:

"The improvements hereby authorized and the purpose for the finance of which the bonds are to be issued include, but are not limited to, wall reconstruction along 8 Bay Street and various other capital improvements to Bay Street (from Woodland Avenue to Grand Tour), including all work and materials necessary therefor and incidental thereto."

**SECTION 2.** Except as expressly amended hereby, the Original Ordinance shall remain in full force and effect.

**SECTION 3.** This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption and approval by the Mayor, as provided by the Local Bond Law.

Motion: Introduce Ordinance 17-05, Moved by Councilmember Wells, Seconded by Councilmember D'Arrigo.

Vote: Motion carried by roll call vote (summary: Yes = 5, No=0, Abstain= 0).

Yes: Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil.


No:

Absent:

Abstain:

Public Hearing and possible adoption will be held on March 01, 2017.

I, Dwayne M, Harris, Acting 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 Regular Meeting, held February 15, 2017. WITNESS my hand this 16th day of February 2017.



Dwayne M. Harris, RMC  
Municipal Clerk



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.

**REGULAR MEETING: 8:00PM**

Meeting Statement  
Call to Order  
Pledge of Allegiance  
Roll Call

**ROLL CALL:**

**Present:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil

**Absent:**

**Also Present:** Dwayne Harris, Acting Borough Clerk  
Brian Chabarek, Borough Attorney  
Patrick DeBlasio, CFO  
Dale Leubner, Zoning Officer

**Approval of Minutes:** February 2, 2017 – Regular Meeting

**Public Comments on Resolutions**

**Resolutions**

**R-17-051** - Award Emergency Contract - J.F. Kiely

**Consent Agenda:**

**Resolutions**

1. ~~R-17-052~~ - Appointing Errol Lamberson Plumbing Sub-Code Official – **WITHDRAWN**
2. **R-17-053** - Auth. Disposal of Surplus Property of Highlands Borough
3. **R-17-054** - Auth. Shared Services Agreement with Sea Bright for Street Sweeping
4. **R-17-055** -Auth. Shared Services Agreement with Sea Bright for Lifeguards
5. **R-17-056** - Approval to Submit a Grant Application with NJDOT Portland Road
6. **R-17-057** - Cancel Capital Improvement Appropriation Balances
7. **R-17-058** - Authorizing Amendment to the 2017 Temporary Budget
8. **R-17-059** - Authorizing Payment of Bills
9. **R-17-060** - Adopting Highlands Business Partnership Budget for the Year 2017

**Ordinances: Public Hearing - [Possible Adoption – March 1, 2017]**

**O-17-02** - Amend Chapter 2 of the Borough Code in Order to Establish the Borough of Highlands Green Team Advisory Committee

**O-17-03** - Ordinance Providing for Various Capital Improvements

**Ordinances: Introduction - [Public Hearing/Possible Adoption – March 1, 2017]**

**O-17-04** - Capital Ordinance Providing for Various Capital Improvements

**O-17-05** - Amending Bond Ordinance Number O-13-17 Wall Reconstruction

**Other Business:**

**Council Member Card** - DEP Letter Highlands Borough Regarding Removal of the Tilt-Up

**Dale Leubner** - Engineering Projects

**Monthly Reports**

**Public Comments:**

**Adjourn:**

**ROLL CALL:**

**Present:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil

**Absent:**

**Also Present:** Dwayne Harris, Acting Borough Clerk  
Brian Chabarek, Borough Attorney  
Patrick DeBlasio, CFO  
Dale Leubner, Zoning Officer

**Approval of Minutes:** February 2, 2017 – Regular Meeting

A motion to approve these minutes was offered by Council Member Broullon and was duly seconded by Council Member Wells.

This motion was passed by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)

**NAY:** None (0)

**ABSENT:** None (0)

**ABSTAIN:** None (0)

These meeting minutes have been properly approved.

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**Public Comments on Consent Agenda**

Mayor O'Neil opened the floor to public comments on the consent agenda.

Carol Bucco of 330 Shore Drive stated concern over R-17-054 Shared Services Agreement with Sea Bright for Street Sweeping, R-17-055 -Auth. Shared Services Agreement with Sea Bright for Lifeguards, and R-17-058 - Authorizing Amendment to the 2017 Temporary Budget.

Chris (?) of (?) commented that we should support the shared services and make it work.

Mayor O'Neil asked if there were any other comments from the public on the consent agenda. No more comments were forthcoming. Mayor O'Neil closed the public comments portion on the consent agenda.

**Resolutions**

**R-17-051** - Award Emergency Contract - J.F. Kiely

A motion to approved this resolution was offered by Council Member Broullon and was duly seconded by Council Member Card.

This motion was passed by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, (4)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** Mayor O'Neil (1)

R-17-051 has been properly offered and approved.

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**Consent Agenda:**

**Resolutions**

1. ~~R-17-052 - Appointing Errol Lamberson Plumbing Sub-Code Official - WITHDRAWN~~
2. R-17-053 - Auth. Disposal of Surplus Property of Highlands Borough
3. R-17-054 - Auth. Shared Services Agreement with Sea Bright for Street Sweeping
4. R-17-055 - Auth. Shared Services Agreement with Sea Bright for Lifeguards
5. R-17-056 - Approval to Submit a Grant Application with NJDOT Portland Road
6. R-17-057 - Cancel Capital Improvement Appropriation Balances
7. R-17-058 - Authorizing Amendment to the 2017 Temporary Budget

A motion to approved the consent agenda was offered by Council Member Broullon and was duly seconded by Council Member Card.

This motion was passed by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** None (0)

The consent agenda has been properly approved.

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**R-17-059 - Authorizing Payment of Bills**

A motion to approved this resolution was offered by Council Member Card and was duly seconded by Council Member D'Arrigo.

This motion was passed by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, (4)

**NAY:** None (0)

**ABSENT:** None (0)

**ABSTAIN:** Mayor O'Neil (1)

R-17-059 has been properly offered and approved.

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**R-17-060 - Adopting Highlands Business Partnership Budget for the Year 2017**

Mayor O'Neil opened up the floor to public comments. None were forthcoming. Mayor closed the public comment portion on this resolution.

A motion to approved this resolution was offered by Mayor O'Neil and was duly seconded by Council Member Wells.

This motion was passed by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (4)

**NAY:** None (0)

**ABSENT:** None (0)

**ABSTAIN:** Mr. Card (1)

R-17-060 has been properly approved.

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**Ordinances: Public Hearing /Possible Adoption**

**O-17-02 - Amend Chapter 2 of the Borough Code in Order to Establish the Borough of Highlands Green Team Advisory Committee**

Mayor O'Neil opened up the floor to public comments. None were forthcoming. Mayor closed the public comment portion on this ordinance.

A motion to adopt this ordinance was offered by Council Member Card and was duly seconded by Council Member Broullon.

**O-17-02** was adopted by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** None (0)

**O-17-02** has been properly adopted.

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**Ordinances: Public Hearing - [Possible Adoption – March 1, 2017]**

**O-17-03** - Ordinance Providing for Various Capital Improvements (Open Space)

Patrick DeBlasio gave a brief explanation of this ordinance. Council Member D'Arrigo offered some project details.

Mayor O'Neil opened up the floor to public comments.

Peter (?) of (?) asked if the project had any impact on the flood prevention system.

Mayor closed the public comment portion on this ordinance.

A motion to adopt this ordinance was offered by Council Member D'Arrigo and was duly seconded by Council Member Broullon.

This ordinance was adopted by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** None (0)

**O-17-03** has been properly adopted.

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**Dale Leubner – 2017 Capital Improvement Programs**

1. Identify Funding
2. Generic Project Approach
3. Roadway Projects
4. Sewer Projects
5. Storm Sewer Projects

6. Available Funding
7. 2017 Roadway Rehabilitation Projects
  - a. Bay Street (Woodland Street to Grand Tour)
  - b. Miller Street (Shore Drive to Bay Avenue)
  - c. North Peak Street (Valley Avenue to Terminus)
  - d. Twin Lights Terrace (Lighthouse Road to Hillside Avenue)
  - e. South Bay Avenue Drainage Fallout
8. 2017 Sanitary Sewer Rehabilitation Projects
  - a. Atlantic Avenue
  - b. Seadrift Avenue
  - c. Barberie Avenue
  - d. Washington Avenue
9. Storm water Systems Improvement Project
  - a. Snug Harbor Avenue to Washington Avenue
  - b. Valley Street Pump Station
10. North Street and Cornwall Street Area
11. Questions

Nancy Burton of 22 Atlantic Street asked where does all the water come from? Why does the pump station have to be so close to the beach?

Mayor O'Neil asked about the base flood height.

Rob Burton asked if this means that all public hearings are done?

Nancy Burton asked about the rendering that will be posted to the borough website. She also asked about the sanitary sewer being examined.

Chris (?) commented on the fact that the pump station will not be able to eliminate all the water and expressed doubt in this.

(?) of (?) stated that the presentation slides indicated locations limitations that were not mentioned in the ordinance.

Patrick DeBlasio stated this is not a BOND ordinance but a CAPITAL ordinance which is fully funded.

(?) of (?) asked about flooding.

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**Ordinances: Introduction - [Public Hearing/Possible Adoption – March 1, 2017]**

**O-17-04 - Capital Ordinance Providing for Various Capital Improvements**

A motion to introduce this ordinance was offered by Mayor O’Neil and was duly seconded by Council Member Broullon.

**O-17-04** was introduced by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D’Arrigo, Mrs. Wells, Mayor O’Neil (5)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** None (0)

**O-17-04** has been properly introduced and will have a public hearing/possible adoption March 1, 2017.

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**Ordinances: Introduction - [Public Hearing/Possible Adoption – March 1, 2017]**

**O-17-05** - Amending Bond Ordinance Number O-13-17 Wall Reconstruction

A motion to introduce this ordinance was offered by Council Member Wells and was duly seconded by Council Member Broullon.

**O-17-05** was introduced by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D’Arrigo, Mrs. Wells, Mayor O’Neil (5)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** None (0)

**O-17-05** has been properly introduced and will have a public hearing/possible adoption March 1, 2017.

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**Other Business:**

**Council Member Card** - DEP Letter to Highlands Borough Regarding Removal of the Tilt-Up

Council Member Card read portions and summarized the DEP.

**Monthly Reports** – Council Member D’Arrigo moved that the committee reports be posted to the borough website instead.

**Dale Leubner** – reported on the final closeout of Streetscape and Shore Drive Projects, and Shrewsbury North.



A pre-construction meeting will be held in the next two weeks to discuss Veteran's Park. Contracts are executed.

Streetscape 2 - all is done except for the electrical issue. JCP&L has not powered up the lights.

The Portland Road application has been submitted.

No word from the St. Francis School yet.

**Public Comments:**

Mayor O'Neil opened the floor to public comment.

Carol Bucco of 330 Shore Drive asked about O-17-06. She also asked for clarification of the abolishment of the Finance Committee.

(?) of (?) asked about O-17-04.

Tricia Rivera of 31 Waterwitch asked about re-routing pump stations. She also asked about Captain's Cove Marina.

**Adjourn:**

Mayor O'Neil adjourned the meeting.