

**Mayor and Council
Agenda
Community Center,
22 Snug Harbor Avenue, Highlands
Wednesday, March 15, 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

Contract Negotiations: Potential acquisition of Property: Block 37, Lots 12.01 and 13 for New Borough Hall
Attorney-Client Privilege: Recreation Department – Policies and Procedures

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Approval of Minutes: March 1, 2017 – Regular Meeting

Public Comments on Consent Agenda/Resolutions

Consent Agenda/Resolutions

R-17-068 - Authorizing the Application for the 2017 Summer Food Program
R-17-069 - Renewal of Liquor License for the 2015-2016 & 2016-2017 Terms
R-17-070 - Resolution Supporting the 2017 Distracted Driving Crackdown, April 1 - 21, 2017
R-17-071 - Appointing Alternate Borough Prosecutor
R-17-072 - Authorizing Refund of Tax Overpayment
R-17-073 - Authorizing Disposal of Surplus Property of Highlands Borough
R-17-074 - Authorizing Purchase of Modular Office Space
R-17-075 - Accepting Resignation of Member of the Shade Tree Commission and Substandard Housing Committee
R-17-076 - Payment of Bills
R-17-078 - Approving the HBP 2017 Objectives and 2016 Accomplishments

**Mayor and Council
Agenda
Community Center,
22 Snug Harbor Avenue, Highlands
Wednesday, March 15, 2017
7:00 p.m.**

Ordinances: Introduction/Public Hearing/Possible Adoption

O-17-07 - Amending Chapter VII, "Traffic," Code Related to Areas of No Parking

O-17-08 - To Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank

Resolution R-17-077 – Approving 2017 Municipal Budget

Other Business:

Appeal of denial of Mercantile License for Captains Cove Marina

Public Comments:

Adjourn:



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE 17- 07

AN ORDINANCE AMENDING CHAPTER VII, "TRAFFIC," OF THE CODE OF THE BOROUGH OF HIGHLANDS RELATED TO AREAS OF NO PARKING

WHEREAS, the Borough has determined to regulate traffic and parking within the jurisdiction of the Borough; and

WHEREAS, the Chief of Police has analyzed and evaluated the Borough Code and has recommended certain changes; and

WHEREAS, the governing body finds that these recommendations should be adopted for the general safety, health and welfare of the Borough.

NOW, THEREFORE, BE IT ORDAINED by the governing body of the Borough of Highlands as follows:

SECTION I. The following section of Schedule I, "No Parking," of Chapter VII, "Traffic," of the Code of the Borough of Highlands shall be amended and supplemented as follows: (underscores represent additions; ~~strikethroughs~~ represent deletions):

SCHEDULE I NO PARKING

<i>Name of Street</i>	<i>Sides</i>	<i>Location</i>
New Road	Both	From Grant Tour to its northern most terminus. <u>Entire Length</u>

SECTION II. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION III. REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION IV. EFFECTIVE DATE. This Ordinance shall take effect after final passage as provided by law.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE 17-08

CALENDAR YEAR 2017

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 0.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Mayor and Borough Council of the Borough of Highlands, in the County of Monmouth, finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and Borough Council hereby determines that a 3.0% increase in the budget for said year, amounting to \$229,278.93 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Mayor and Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Borough Council of the Borough of Highlands, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2017 budget year, the final appropriations of the Borough of Highlands shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$267,492.09, and that the CY 2017 municipal budget for the Borough of Highlands be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17- 068

RESOLUTION AUTHORIZING THE APPLICATION FOR THE 2017 SUMMER FOOD PROGRAM

WHEREAS, the Mayor and Council of the Borough of Highlands have reviewed the material received from the State of New Jersey regarding the 2017 Summer Food Service Program; and

WHEREAS, the Mayor and Council of the Borough of Highlands agree that the Borough's participation in the Summer Food Program will be of benefit to the Borough and its residents;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the Mayor, Borough Administrator, and Recreation Assistant are hereby authorized to make application to the State of New Jersey for the **2017** Summer Food Program in the anticipated amount of **\$10,810.40**



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-069

RENEWAL OF LIQUOR LICENSE FOR THE 2015-2016 & 2016-2017 TERMS

WHEREAS, the New Jersey Division of Alcoholic Beverage Control (ABC) has implemented a new electronic, web based licensing called POSSE ABC; and,

WHEREAS, renewal applications have been filed or submitted through the POSSE ABC portal as directed by the ABC; and,

WHEREAS, the submitted, renewal applications have been accepted via POSSE ABC, the Municipal fees have been paid and a Tax Clearance Certificate has been received for the following licensee[s]; and,

WHEREAS, the applicants are qualified to be licensed per standards established by Title 33 of the New Jersey Statutes, regulations promulgated there under, and pertinent Borough Ordinances; and,

WHEREAS, the required Special Ruling, to permit consideration of a renewal for inactive licenses, pursuant to N.J.S.A. 33:1-12.39 has been received;

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Highlands, County of Monmouth, State of New Jersey, that the renewal of the following Liquor License[s] for the 2015-2016 terms, is/are hereby authorized:

Plenary Retail Consumption License:

File Number	License Number	Licensee	Establishment
87839	1317-33-030-008	Water Witch Highlands LLC	HAVANA TROPICAL CAFE

Plenary Retail Distribution Licenses:

File Number	License Number	Licensee	Establishment



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-070

Resolution Supporting the 2017 *U-Drive. U-Text. U-Pay.* Distracted Driving Crackdown April 1 - 21, 2017

Whereas, distracted driving is a serious, life-threatening practice that is preventable; and

Whereas, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

Whereas, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

Whereas, in 2014 alone distracted driving-related crashes resulted in 3,179 deaths and 431,000 injuries on our nation's roads; and

Whereas, in New Jersey distracted driving was listed as a contributing circumstance in more than 800,000 crashes between 2010-2014; and

Whereas, the State of New Jersey will participate in the nationwide *Distracted Driving 2017 Crackdown* from April 1 - 21, 2017 to raise awareness and decrease driver distraction through a combination of enforcement and education; and

Whereas, the national slogan for the campaign is *U-Drive. U-Text. U-Pay*; and

Whereas, a reduction in distracted driving in New Jersey will save lives on our roadways;

Therefore, be it resolved that the Governing Body of the Borough of Highlands, County of Monmouth State of New Jersey, declares it's support for **the *Distracted Driving 2017 Crackdown*** both locally and nationally from April 1 - 21, 2017 and pledges to increase awareness of the dangers of distracted driving.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17- 071

RESOLUTION APPOINTING ALTERNATE BOROUGH PROSECUTOR

WHEREAS, P.L. 1999, CHAPTER 349, requires each municipal court in this State to have at least one municipal prosecutor, who shall be an attorney-at-law of this State in good standing, be appointed by the governing body of the municipality, for a term of one year from the date of his or her appointment, in accordance with applicable laws, ordinances and resolutions; and

WHEREAS, in accordance with applicable laws, ordinances and resolutions, a municipality may appoint additional municipal prosecutors as necessary to administer justice in a timely and effective manner in its municipal court subject to P.L. 1999, CHAPTER 349; and

WHEREAS, any municipal court having two or more municipal prosecutors shall have a "chief municipal prosecutor" who shall be appointed by the governing body of the county or the municipality and shall have authority over other prosecutors serving that court with respect to the performance of their duties; and

WHEREAS, by way of Resolution 17-007, James Butler, Esq. an attorney-at-law licensed by the State of New Jersey and experienced with municipal law, was appointed to serve as Chief Municipal Prosecutor for the Borough of Highlands, for a one (1) year term to expire on December 31, 2017; and

WHEREAS, by way of Resolution 17-007, Steven Rubin, Esq. was appointed alternate Municipal Prosecutor for a one (1) year term to expire December 31, 2017; and

WHEREAS, the Borough has learned that Steven Rubin, Esq. has passed away, and as such, the Borough is in need of appointing an alternate Municipal Prosecutor; and

WHEREAS, in light of the aforementioned, the Borough wishes to appoint Paul Granick to serve as alternate Municipal Prosecutor for a one (1) year term to expire December 31, 2017,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands as follows:

1. Paul Granick is hereby appointed alternate Municipal Prosecutor for the one (1) year term to expire December 31, 2017; and
2. This appointment is made without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution shall be placed on file with the Clerk of the Borough of Highlands.

BE IT FURTHER RESOLVED that a copy of this resolution be published in an official newspaper of the Borough within ten days of its passage.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-072

AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, the Tax Collector of the Borough of Highlands has reviewed the rolls and determined that certain monies are due and payable by the Borough of Highlands to certain residents and property owners within the Borough of Highlands, as a result of an overpayment of taxes, and

WHEREAS, the Tax Collector recommends the immediate reimbursement of the excess funds currently collected by the Borough of Highlands to certain enumerated individuals,

NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Tax Collector is authorized to immediately refund and pay the overpayment of taxes to the individuals and property owners of the specific properties listed below, and attached hereto:

<u>BLOCK</u>	<u>LOT</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>NAME</u>
100.8	45	2016	\$760.84	WELLSFARGO HOME MORTGAGE
		2017	\$820.87	WELLSFARGO HOME MORTGAGE



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-073

Resolution Authorizing Disposal of Surplus Property Of Highlands Borough

WHEREAS, the Highlands Borough is the owner of certain surplus property which it no longer needs for public use: and

WHEREAS, the Highlands Borough is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE BE IT RESOLVED by the Highlands Borough as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Highlands Borough.
- (2) The sale will be conducted online and the address of the auction site is www.govdeals.com
- (3) The items of surplus property to be sold is as follows:
 - 1- 2004 Toro Zero Turn lawnmower (S/N- 74953-313000505)
 - 2- 2002 Ford Crown Victoria (S/N- 2FAFP71W62X134281)
 - 3- 1978 Ford Utility Body (S/N- SE-130 3557-1)
- (4) The surplus property shall be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (5) The Highlands Borough reserves the right to accept or reject any bid submitted.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-074

AUTHORIZING PURCHASE OF MODULAR OFFICE SPACE AS A NON-FAIR AND OPEN CONTRACT

WHEREAS, by way of Resolution R-15-145, and in accordance with N.J.S.A. 40A:11-3(a), the Borough's Qualified Purchasing Agent was granted authorization to negotiate and award contracts below the bid threshold which was increased to \$40,000; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to purchase modular office space from St. Joseph High School in Metuchen, NJ in the amount of \$30,000 through a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough intends to purchase the aforesaid modular office space from St. Joseph High School in "as is" condition; and

WHEREAS, the Borough intends to utilize the said modular office space as the temporary Borough Hall and temporary Borough offices until a new Borough Hall is constructed in place of the trailers currently situated at 42 Shore Drive; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500 and that the funds for the aforesaid purchase are available; and

WHEREAS, St. Joseph High School will complete and submit a Political Contribution Disclosure Form, in accordance with P.L. 2005, c271 as well as all the requirements set forth in N.J.S.A. 19:44A-20.5 et seq., prior to execution of a Contract.

NOW, THEREFORE, BE IT RESOLVED, that the governing body is hereby authorizing the purchase of the aforesaid modular office space from St. Joseph High School, in the amount of \$30,000 in "as is" condition, for use as the temporary Borough Hall and Borough offices in place of the trailers currently situated at 42 Shore Drive subject to St. Joseph High School meeting all the requirements set forth in N.J.S.A. 19:44A-20.5 et seq.

BE IT FURTHER RESOLVED, that the Borough officials, including, but not limited to, the Mayor, Borough Administrator and Borough Clerk are hereby authorized to execute all documents required for the said purchase, including a contract of sale, for the aforesaid modular office space subject St. Joseph High School meeting all the requirements set forth in N.J.S.A. 19:44-20.5 et seq.

BE IT FURTHER RESOLVED, that a copy of this Resolution as well as the approved Contract shall be placed on file with the Borough Clerk of the Borough of Highlands and that the Borough Clerk shall publish notice as required by law.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-075

RESOLUTION ACCEPTING RESIGNATION OF MEMBER OF THE SHADE TREE COMMISSION (ADVISORY) AND SUBSTANDARD HOUSING COMMITTEE

WHEREAS, by way of Resolution R-17-023, Arnold Fuog was appointed to serve on the Shade Tree Commission (Advisory) for a one (1) year term set to expire on December 31 2017; and,

WHEREAS, at the Borough's Reorganization Meeting which was conducted on January 1, 2017, Arnold Fuog was also appointed to serve on the Substandard Housing Committee for a one (1) year term to expire on December 31, 2017; and

WHEREAS, by way of correspondence dated March 10, 2017, Arnold Fuog submitted a letter of resignation from both the Shade Tree Commission (Advisory) and Substandard Housing Committee.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the Borough hereby accepts the resignation of Arnold Fuog from both the Shade Tree Commission (Advisory) and the Substandard Housing Committee and thanks him for his service to the Community.



BOROUGH OF
HIGHLANDS COUNTY
OF MONMOUTH

RESOLUTION 17-076

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 March 10, 2017, which totals as follows:

Current Fund	\$131,193.17
Sewer Account	\$61,551.49
Capital Fund	\$71,706.64
Trust-Other	\$26,855.48
Federal/State Grants	\$10,869.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$302,175.78** 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
03/15/2017**

CURRENT:		\$	131,193.17
Payroll	(02/28/2017)	\$	127,617.65
Manual Checks		\$	
Voided Checks		\$	
 SEWER ACCOUNT:		\$	61,551.49
Payroll	(02/28/2017)	\$	7,151.36
Manual Checks		\$	
Voided Checks		\$	
 CAPITAL/GENERAL		\$	71,706.64
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
 TRUST FUND		\$	26,855.48
Payroll	(02/28/2017)	\$	3,615.00
Manual Checks		\$	
Voided Checks		\$	
 UNEMPLOYMENT ACCT-MANUALS		\$	
 DOG FUND		\$	
 GRANT FUND		\$	10,869.00
Payroll	(02/28/2017)	\$	2,182.66
Manual Checks		\$	
Voided Checks		\$	
 DEVELOPER'S TRUST		\$	
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

RESOLUTION 17-077

MUNICIPAL BUDGET FOR THE BOROUGH OF HIGHLANDS, COUNTY OF MONMOUTH FOR THE YEAR 2017

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the Year 2017 and the Governing Body of the Borough of Highlands does hereby approve the following, as the Budget for the year 2017; and,

BE IT FURTHER RESOLVED, that said Budget be published in the Two River Times in the issue of April 02, 2017 and a Public Hearing be held at the Robert D. Wilson Community Center, 22 Snug Harbor Ave., Highlands, NJ on April 18, 2017 at 8:00pm at which time objections, to said Budget and Tax Resolution for the year 2017, may be presented by taxpayers or other interested parties.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-078

RESOLUTION APPROVING THE HIGHLANDS BUSINESS PARTNERSHIP 2017 OBJECTIVES AND 2016 ACCOMPLISHMENTS

WHEREAS, the Highlands Business Partnership has provided the Borough with their 2017 objectives and 2016 accomplishments.

WHEREAS, the governing body has reviewed the Highlands Business Partnership 2017 Objectives and 2016 Accomplishments, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands, that the governing body hereby approves the Highlands Business Partnership 2017 Objectives and 2016 Accomplishments.

2017 Objectives & 2016 Accomplishments
Highlands Business Partnership - Business Improvement District
Borough of Highlands, Monmouth County

MARKETING/EVENTS & COMMUNICATION

2017 Objectives

- Promote & Expand Event Calendar - Destination Highlands
- Seek and apply for marketing, façade and other available grants.
- Expand fundraising activities.
- 2017 - 2018 Visitor guide.
- Expand Fall marketing campaign to extend the season.
- Expand our Social Media and online marketing presence.
- Expand sponsorship opportunities with local corporations.
- Attend annual regional events to promote Highlands.
- Marketing/advertising at ferry/terminal.

2016 Accomplishments

- HBP obtained five (5) direct sponsors and five (5) Barter Agreements for 2016.
- Served on Monmouth County Tourism Council representing Council.
- Created and Implemented 2016 Event Calendar; Beef and Brew, Chili Cook Off, Guinness Run, Seaport Craft Show, Taste of Highlands, Clam Fest, Oktoberfest (cancelled) Antique & Classic Car Show, Twin Lights Bike Tour, Zombie Parade and Zombie Pub Crawl for Breast Cancer, Holiday Lights Contest and Tree Lighting.
- Expanded event calendar to include Antique & Classic Car Show.
- Expanded social media and online advertising for events.
- Assisted local groups and non-profits with fundraising activities, events, Police Explorers Learning For Life Program, HHRS Tri-District Educational Foundation, HES PTO, Sandy Hook Local PBA, HFD, Highlands Lions Club and HBAC.
- Expanded the Farmers Market to provide for more goods and services.
- Secured and implemented a contract with Outfront for annual billboards.
- HBP staff met with new business owners and provided welcome folders/packages.
- Participated with the Paint the Town Pink program, bringing awareness to the importance of annual mammograms.
- HBP coordinated Ribbon Cutting ceremonies for new businesses with local officials. New members were highlighted on FB, website with photos and a Press Release.
- Press releases were created for each event and distributed to Media list by the HBP
- Continued to maintain Barter relationships.
- New Print Collateral materials were produced on a timely schedule and distributed.
- Worked with local newspapers to support events and local businesses in Highlands.
- Website upgrade to a mobile friendly interactive site to continue promote Highlands events, grand openings, agendas, reports, minutes and photos.
- Database upgrade for HBP members and Highlands organizations to enter events, special, retail promotions and a link to their website and social media pages.

VISUAL IMPROVEMENT COMMITTEE

2017 Objectives

- Bay Avenue Holiday & Street Banners
- Streetscape Phase III – paint program
- Implement additional Murals/Art throughout the community
- Create a sidewalk café ordinance to present to Council

2016 Accomplishments

- Sponsored and implemented a community wide Earth Day Program with various local organizations including PBA, Explorers, Community of Hope, Recreation Committee, Garden Club, Arts Council and volunteers.
- Hufnagel Tree Barter to remove dead trees various district locations.
- Sprinkler Master Barter maintained and repaired sprinkler system in Veterans Park.
- Purchased and maintained existing signs for Highlands Welcome Areas.
- Updated and maintained Way Finding System
- Maintained the Holiday Decorating Program in parks and public areas.
- Expanded the Holiday decorations to include lights, greens and bows on the new decorative street lights.
- Fall plantings at Highway Welcome Sign
- Miller Hill Mural completed.

ECONOMIC DEVELOPMENT

2017 Objectives

- Seek loan/grant programs for existing and new business façade improvements.
- Encourage a fast track process with Borough Officials to attract investment.
- Implement placement of a business directory kiosk for visitors

2016 Accomplishments

- Participated with town officials for noise ordinance amendment. Coordinated and attended training State experts.
- Streetscape coordination with stakeholders and town officials. Ground breaking ceremony was held in Cornwall Square.
- Implemented multi year, multi tier barter agreement with Tri-Bar Services for Drainage and Boardwalk projects at Veterans Park.
- Purchased and provided all materials for new boardwalk at Veterans Park.
- Purchased and installed deck railings for new boardwalk with local contractor.
- Worked with DPW foreman to replace chain link fence to create open space on the waterfront with and purchased and installed deck railings to match the boardwalk with local contractor.

**Mayor and Council
Meeting Minutes
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:
Contract Negotiations:**

**Bay Pointe at Highlands Condominium Association
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
Meeting Minutes
Community Center,
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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:

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

REGULAR MEETING: 8:00PM

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: Brian Geoghegan, Borough Administrator
Dwayne Harris, Acting Borough Clerk
Brian Chabarek, Borough Attorney
Patrick DeBlasio, CFO
Dale Leubner, Zoning Officer
Kim Gonzales, Purchasing Agent

Approval of Minutes: February 15, 2017 – Regular Meeting

A motion to approve these meeting minutes was offered by Mayor O'Neil and 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.

Public Comments on Consent Agenda

Mayor O'Neil opened the floor to public comments on the consent agenda. None were forthcoming. Mayor O'Neil closed the floor to public comments.

Consent Agenda

R-17-062 - Accepting Pocket Meadow Initiative Project

R-17-063 - Appointing Member to the Communications Committee

**Mayor and Council
Meeting Minutes
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- 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

A motion to approve the consent agenda was offered by Council Member Card 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)

The consent agenda has been properly approved.

Ordinances: Public Hearing/Possible Adoption

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

Mayor O'Neil opened the floor to public comments on O-17-04.

Julian Mambelli of 15 Center Street stated that he would like to provide literature to include Center and Jackson Streets on this ordinance.

Tina Manna of 164 Linden Avenue asked if this included street signage.

Catherine Reed of 7 Snug Harbor Avenue asked if this was the ordinance that provides for the wall reconstruction.

Rosemary Ryan of 117 Highland Avenue if this includes the corner of South Peak and Highland where it floods and if it could be looked at.

Mayor O'Neil closed the public portion of comments on this ordinance.

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A motion to adopt O-17-04 was offered by Council Member Wells and was duly seconded by Council Member Broullon.

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)

O-17-04 has been properly adopted.

O-17-05 - Amending Bond Ordinance Number O-13-17 (Which Provides for Wall Reconstruction)

Mayor O'Neil opened the floor to public comments on O-17-05.

Catherine Reed of 7 Snug Harbor Avenue asked if this was the wall at Snug Harbor.

Mayor O'Neil closed the public portion of comments on this ordinance.

A motion to adopt O-17-05 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)

O-17-05 has been properly adopted.

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Other Business:

Street Vacation Request for 47 Twin Lights Terrace, Block 25, Lots 4 and 5

Brian Chabarek, Borough Attorney explained that the applicant has satisfied the initial criteria for preliminary approval for this request and all cost of the escrow deposit paid by this applicant.

Mayor O'Neil opened the floor to public comments on this request.

(?) of (?) asked for further explanation.

Jacob Fry of 47 Twinlights Terrace identified himself as the owner/applicant of this request and offered further explanation of it.

Mayor O'Neil closed the public portion of comments on this request.

A motion to approve this request 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)

This motion has been approved.

Block 37 Lots 12&13 OLP Site for the New Borough Hall

Mayor O'Neil asked for the architect, Kevin Settembrino, to be introduced.

Mark Drucker of 153 Highland Avenue asked about the status of this project.

Brian Chabarek explained that the borough is in discussions with the diocese for the acquisition of the property.

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Mark Drucker asked if the borough was considering other locations.

Mayor O'Neil replied no.

Mark Drucker asked if the property being considered was the thrift shop and parking lot across from the church.

Mayor O'Neil replied yes.

(?) Groehl of 83 Valley Avenue asked what was happening to the old building and why wasn't it being repaired. She also asked why is the borough looking to make acquisitions when there are other things going on in town.

Council Member Broullon explained that the old borough hall was condemned and FEMA would only allow the borough to rebuild outside the flood zone to receive a reimbursement from them.

Mr. Kevin Settembrino, architect gave his presentation regarding the concept of the look of the new borough hall and its function.

Mayor O'Neil asked Mr. Settembrino to answer questions from the public.

(?) Groehl of 83 Valley Avenue commented on the traffic and had the opinion that this location didn't make sense.

Francesca Phippen of 160 Navesink Avenue said that she would be concerned about the parking but she felt the borough hall design was beautiful and that it says "Highlands."

Tina Manna of 164 Linden Avenue asked about the property across from the elementary school.

Maxine (?) of 85 Valley Avenue expressed concern about summer traffic and emergency vehicles and the future of the food bank.

Rosemary Ryan of 117 Highland Avenue commented that the diocese will probably sell the property anyway and she would rather have something there that was beautiful and chosen by the residents at this location. She feels this is something that the town needs and she supports it 100%.

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Andrew Daino of 118 Miller Street asked about the time frame of the project and how will it affect property values.

Chris Francy of 36 Fifth Street asked about exploring the possibility of sharing borough halls with neighboring boroughs.

Council Member Card stated that some of Mr. Francy's concerns had not yet been explored but Sea Bright wanted nothing to do with us.

Kim Gonzales, Borough Purchasing Agent, stated that the borough has guidance from FEMA and NJOEM in regards to what is viable as far as possible borough hall sites. This site was recommended as the highest return for the best outcome for Highlands to receive federal funding.

Council Member D'Arrigo concurred with Mrs. Gonzales.

Donna Schneider 155 Highland Avenue asked if the design really needs to have the tower.

Mr. Settembrino stated that the design is just a concept.

Lawrence Barbierie of 25 Prospect Street asked if any of the reports and studies were available to the public.

Brian Chabarek said that he wasn't aware of the specific reports but that the site selection was the recommendation of FEMA.

Council Member Card stated that information is available on FEMA's website.

Kim Gonzales stated that while this project is under review, it may not be feasible to release this information at this time.

Council Member Card stated that what can be released will be once it has been reviewed by the borough attorney.

Barbara White of 171 Highland Avenue asked how many parking spots will there be.

Sonya Cashner of 85 Valley Avenue asked why no discussions have taken place with Sea Bright and Atlantic Highlands regarding shared services.

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Council Member D'Arrigo stated that Sea Bright wants nothing to do with Highlands. They have their own issues and are in a completely different flood zone than we are.

Sonya Cashner stated the property values decreasing and she doesn't want to look at the back of this building. She wondered if there were other locations that where this could be. She stated that she doesn't believe that this project could possibly come in at any less than \$3 million.

Jack (?) of (?) commented that the design is beautiful but felt it should be less conspicuous.

An unidentified speaker asked if there was a time frame in which all of this had to be done.

Carol Bucco of 330 Shore Drive suggested that the elementary school be closed and send the kids to a neighboring town so we use that building for the borough hall.

An unidentified speaker commented that she would like to see the town have something to be proud of and we all need to work together.

Mark Drucker of 153 Highland Avenue stated that he felt the design of the landscaping and architecture of the building should consider the neighborhood around it.

Scott Keller of 8 Huddy Avenue thanked the mayor and council and the architect. He agreed with Carol Bucco. He also suggested the field.

Tina Manna of 164 Linden Avenue asked about transitioning the school into the borough hall after Hurricane Sandy.

An unidentified speaker asked Mr. Settembrino if he consider underground parking.

Maxine (?) of 85 Valley Avenue said that a lot of the students wouldn't mind going to a larger school district for more opportunities. And the field next door to the elementary school should be looked at by FEMA.

Carla Cefalo of 62 Gravelly Point Road stated that it would take years to get the kids sent to another school district. Ms. Cefalo stated visibility is critical. She agreed with the gentleman who made suggestions about the landscaping.

Council Member D'Arrigo stated that traffic is an issue that everyone has traffic issues.

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Council Member Broullon stated that this location was not picked from a hat. She said that Ms. Gonzales worked with FEMA and NJOEM for a long time.

Council Member Wells stated that OLPH would not have been her first choice but explained the reasons why it is the right one. She said that we have to work to make smart choices together.

Council Member Card encouraged the public to voice their concerns.

Mayor O'Neil thanked everyone for coming out and for their input.

Adjourn: