

# BOROUGH OF HIGHLANDS, N. J.

INCORPORATED 1900

171 BAY AVENUE  
07732  
COUNTY OF MONMOUTH  
PHONE: 732-872-1224  
FAX: 732-872-0670  
WWW.HIGHLANDSNJ.US



FRANK L. NOLAN  
MAYOR  
BRIAN J. GEOGHEGAN  
ADMINISTRATOR  
CAROLYN M. CUMMINS  
BOROUGH CLERK

## MAYOR AND COUNCIL REGULAR MEETING WEDNESDAY SEPT. 21, 2016

7:00 P.M.

Community Center, 22 Snug Harbor Avenue, Highlands

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**

Litigation- Baymen's Litigation, 171 Bay Ave., Iler Litigation  
Attorney-Client Communications- Social Media Policy, Tilt-Up,  
Contract Negotiation- TOMSA, Borough Hall- Acquisition of Property

Call to Order  
Pledge of Allegiance  
Roll Call

### **REGULAR MEETING: 8:00PM**

Public Portion- Resolutions

#### **Consent Agenda:**

R-16-191- Police Dept. - Hiring of Class II Police Officer/Police Dispatcher  
R-16-192- Authorizing Contract - HISCO  
R-16-193- Authorizing Handicapped Parking Space – Waterwitch  
R-16-194- Refunding of Taxes  
R-16-195- Authorizing Raffle Licenses – Henry Hudson PTO  
R-16-196- Payment of Bills

#### **Other Resolutions:**

R-16-186- Budget amendment  
R-16-197 Adopting 2016 Budget

R-16-190- Cancel of Mortgage for 84 Navesink

**Ordinances: Introduction**

O-16-20- Clerk to Authorize Raffle Permits  
O-16-21- Introduce Capital Ordinance

**Ordinances: 2<sup>nd</sup> Reading, Public Hearing & Adoption**

O-16-14- Wind Ordinance  
O-16-18- Open Space Committee  
O-16-19- Adopting a Direct Deposit Policy for employees

**Other Business:**

Memorial Tree Planting  
CBP/Police Explorers- Presentation

**Public Portion:**

**Adjourn:**



BOROUGH OF HIGHLANDS  
 COUNTY OF MONMOUTH

## RESOLUTION EXECUTIVE SESSION

**WHEREAS**, the Open Public Meetings Act P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and,

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and,

**WHEREAS**, the Governing Body wishes to discuss:

- ❖ **Litigation**
  1. Baymen's Litigation,
  2. 171 Bay Ave.,
  3. Iler Litigation
  
- ❖ **Attorney-Client Communications-**
  1. Social Media Policy,
  2. Tilt-Up,
  
- ❖ **Contract Negotiation-**
  1. TOMSA,
  2. Borough Hall- Acquisition of Property

Once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes will be made public.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council to go into Executive Session to discuss the above items and the public is excluded from this meeting.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON						
CARD						
D'ARRIGO						
WELLS						
NOLAN						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

**DATE: September 21, 2016**



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-191

### **APPOINTING SPECIAL POLICE OFFICER CLASS II AND PERMANENT PART-TIME DISPATCHER**

WHEREAS, the Highlands Police Department, has need of a permanent part-time dispatcher and a Special Police Officer Class II, to supplement and support their current Policing activity; and,

WHEREAS, Chief Joseph Blewett recommends Connor McGrath, who is a former employee of the Borough, a resident of Portland Road and is currently certified as a Class II Police Officer, to serve in both capacities as a part-time dispatcher and Special Officer Class II, with all authority and police powers designated there to;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands, County of Monmouth in the State of New Jersey, that Connor McGrath is hereby appointed to the positions of part-time dispatcher, at the rate of \$9.50 per hour, and the position of Special Officer Class II, in the Highlands Police Department, at a rate \$15.00 per hour, effective September 21, 2016.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-192

### RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR HISCO PUMP, INC.

WHEREAS, the Borough of Highlands has a need to acquire *pump repairs* as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the C.F.O. and Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is for 1 year; and

WHEREAS, Hisco Pump Inc. has submitted a proposal 8/24/2016 indicating they will provide the pump repairs for the \$17,782.00; and

WHEREAS, Hisco Pump Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Hisco Pump Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Highlands Council in the previous one year, and that the contract will prohibit the Hisco Pump Inc from making any reportable contributions through the term of the contract, and

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Highlands authorizes the CFO and Purchasing Agent to enter into a contract with Hisco Pump Inc. as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution. and,

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in an official newspaper of the Borough and that this Resolution and the contract shall be available for public inspection in the office of the Municipal Clerk.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-193

### RESOLUTION APPROVING DISABLED PARKING SPACE

WHEREAS, an application for a Disabled Parking Designation was submitted to the Highlands Police Department by Ms. Kathleen Eckert, 125 Waterwitch Avenue, C8; and

WHEREAS, Ms. Eckert has submitted all the necessary documentation including a copy of her Disabled Person Identification card issued by the New Jersey Motor Vehicle Commission; and

WHEREAS the Chief of Police has reviewed the application and recommends the approval of said Disabled Parking Designation and;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the application for Disabled Parking Designation for the following is hereby approved:

1. Ms. Kathleen Eckert

Location: Waterwitch Avenue forty (40) feet north of pole # BT40056HB



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

# RESOLUTION 16-195

## APPROVING RAFFLE/BINGO LICENSE[s]

**WHEREAS**, the Henry Hudson PTO has submitted a Raffle License Applications #RA 1317-16-21 and a Bingo License Application #BA1317-16-22; and

**WHEREAS**, the applicant is qualified, and will conduct all games in accordance to the Act, Rules and Regulations pertaining to Legalized Games of Chance.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Highlands, does hereby approve Raffle License Application RA#1317-16-21, and Bingo License Application #BA1317-16-22, and the Borough Clerk is authorized to issue the licenses.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON						
CARD						
D'ARRIGO						
WELLS						
NOLAN						
ON CONSENT AGENDA: YES <input checked="" type="checkbox"/> NO						



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-196

### RESOLUTION APPROVING PAYMENT OF BILLS

**WHEREAS**, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated September 16, 2016, which totals as follows:

Current Fund	\$189,001.32
Sewer Account	\$56,484.86
Capital Fund	\$0.00
Trust-Other	\$9,991.59
Federal/State Grants	<u>\$0.00</u>
<b>Total:</b>	<b>\$255,477.77</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling \$255,477.77 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

09/21/2016

<b>CURRENT:</b>		\$	189,001.32
Payroll	(08/30/2016)	\$	202,262.54
Manual Checks			
Voided Checks		\$	
<b>SEWER ACCOUNT:</b>		\$	56,484.86
Payroll	(08/30/2016)	\$	3,521.19
Manual Checks		\$	
Voided Checks		\$	
<b>CAPITAL/GENERAL</b>		\$	
<b>CAPITAL-MANUAL CHECKS</b>		\$	
Voided Checks		\$	
<b>WATER CAPITAL ACCOUNT</b>		\$	
<b>TRUST FUND</b>		\$	9,991.59
Payroll	(08/30/2016)	\$	29,649.03
Manual Checks		\$	
Voided Checks		\$	
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$	
<b>DOG FUND</b>		\$	
<b>GRANT FUND</b>		\$	
Payroll	(08/30/2016)	\$	1,855.99
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.

Rcvd Batch Id Range: SEPT 21 to SEPT 21 Rcvd Date Start: 0 End: 09/16/16 Report Format: Detail

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/14/16	SEPT 21	15-01116	ALLRISK ALLRISK 5 VITAL DOCUMENT RESTOR. final	70,873.98	6-01-99-999-100-294 Spec Emerg-Hurr Sandy: Other	SI13342	
09/14/16	SEPT 21	15-01401	GTBM GTBM 1 AAM28JQN9KA1AN	716.25	5-01-25-240-000-297 Police: Vehicles	10606	
09/14/16	SEPT 21	15-01401	2 UNITY GAIN ANTENNA QUARTERWAVE	15.60	5-01-25-240-000-297 Police: Vehicles	10606	
09/14/16	SEPT 21	15-01401	3 AAM28TRN9KA1AN	753.75	5-01-25-240-000-297 Police: Vehicles	10606	
09/14/16	SEPT 21	15-01401	4 UNITY GAIN ANTENNA UHF	17.20	5-01-25-240-000-297 Police: Vehicles	10606	
09/14/16	SEPT 21	15-01401	5 DASH MOUNT INSTALLATION	360.00	5-01-25-240-000-297 Police: Vehicles	10606	
09/14/16	SEPT 21	15-01401	6 RADIO PROGRAMMING	20.00	5-01-25-240-000-297 Police: Vehicles	10606	
P.O. Total:				<u>1,882.80</u>			
09/14/16	SEPT 21	16-00018	ARNETTE THE ARNETTE LAW FIRM 8 2016 TAX LEGAL SERVICES	312.50	6-01-20-155-000-142 Legal Services: Consultants - Legal	AUG 2016	
09/14/16	SEPT 21	16-00303	SWIFTREA SWIFTREACH NETWORKS, INC. 8 12 MONTHS ANNUAL SWIFT 911	417.00	6-01-25-252-000-154 Emergency Mgmt: Equipment Maintenance	220102	
09/14/16	SEPT 21	16-00316	SPECTROL SPECTROTEL, INC. 5 monthly charge 2 lines 36.00	72.98	6-01-26-310-000-154 B&G: Equipment Maintenance	7737956	
09/14/16	SEPT 21	16-00469	HEY01 HEYER GRUEL & ASSOCIATES 7 R-16-62 COAH PROFESSIONAL SERV	920.00	6-01-20-155-000-151 Legal Services: Consultants - Other	33494	
09/14/16	SEPT 21	16-00528	GTBM GTBM 1 AAM28JQN9KA1AN	716.25	6-01-25-240-000-297 Police: Vehicles	10605	
09/14/16	SEPT 21	16-00528	2 HAD4008A	15.60	6-01-25-240-000-297 Police: Vehicles	10605	
09/14/16	SEPT 21	16-00528	3 AAM28TRN9KA1AN	753.75	6-01-25-240-000-297 Police: Vehicles	10605	
09/14/16	SEPT 21	16-00528	4 HAE40003A	17.20	6-01-25-240-000-297 Police: Vehicles	10605	
09/14/16	SEPT 21	16-00528	5 INSTALL-DASH MOUNT INSTALLATIO	360.00	6-01-25-240-000-297 Police: Vehicles	10605	
09/14/16	SEPT 21	16-00528	6 PROGRAMMING-RADIO PROGRAMMING	20.00	6-01-25-240-000-297 Police: Vehicles	10605	
P.O. Total:				<u>1,882.80</u>			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/14/16	SEPT 21	16-00530	CHIEFS NJ STATE ASS.OF CHIEFS OF POLI 1 PARTNERING FOR SUCCESS	298.00	6-01-25-240-000-136 Police: Schooling/Training	9/13/16	
09/14/16	SEPT 21	16-00567	LANIGAN LANIGAN ASSOCIATES, INC. 1 B1159EO-GOLD-DETECTIVE SAFETY	67.50	6-01-25-240-000-169 Police: Patrol Equipment	92075	
09/14/16	SEPT 21	16-00567	2 B1159EO-GOLD-DETECTIVE-WALLET	67.50	6-01-25-240-000-169 Police: Patrol Equipment	92075	
09/14/16	SEPT 21	16-00567	3 B613-GOLD-DETECTIVE-HAT BADGE	57.00	6-01-25-240-000-169 Police: Patrol Equipment	92075	
09/14/16	SEPT 21	16-00567	4 B96-PATROLMAN-SILVER-SAFETY	55.00	6-01-25-240-000-169 Police: Patrol Equipment	92075	
09/14/16	SEPT 21	16-00567	5 B96-PATROLMAN-SILVER-WALLET	55.00	6-01-25-240-000-169 Police: Patrol Equipment	92075	
09/14/16	SEPT 21	16-00567	6 B613-PATROLMAN-SILVER-HAT BADG	69.00	6-01-25-240-000-169 Police: Patrol Equipment	92190	
			P.O. Total:	371.00			
09/14/16	SEPT 21	16-00624	TM T&M ASSOCIATES 2 2016 GRANT WRITER SERVICE	9,860.25	6-01-20-110-000-151 Mayor/Council: Consultants - Other	DAC304923	
09/14/16	SEPT 21	16-00799	SODON SODON'S ELECTRIC, INC. 1 REPAIR OF WET WELL-SEWER PLANT	444.00	6-05-55-502-000-154 Sewer: Equipment Maintenance	23729	
09/14/16	SEPT 21	16-00813	BACHM005 DWYER,BACHMAN & NEWMAN LLC 4 baymens litigation AUGUST	615.00	6-01-20-155-000-142 Legal Services: Consultants - Legal	AUG 2016	
09/14/16	SEPT 21	16-00833	MEERS MEERS GROUP 1 residential/commercial field w	5,910.00	6-01-20-150-000-152 Tax Assessor: Appraisal Services	7020	
09/14/16	SEPT 21	16-00842	TRADING TRADING HUT 1 SAFETY VEST/GLASSES	91.93	6-01-26-290-000-132 Streets: Uniform Clothing & Access.	227703	
09/14/16	SEPT 21	16-00872	BACHM005 DWYER,BACHMAN & NEWMAN LLC 2 LITIGATION 8-8/31/2016	3,645.00	6-01-20-155-000-142 Legal Services: Consultants - Legal	8/1-8/31/16	
09/14/16	SEPT 21	16-00886	STAPLES STAPLES ADVANTAGE 1 multiple office supplies	103.89	6-01-22-195-000-101 Construction: Office Supplies	3310816769	
09/14/16	SEPT 21	16-00890	FLEET005 FLEET SAFETY EQUIPMENT, INC. 1 ford interceptor suv	1,049.97	6-01-25-240-000-297	154619	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/14/16	SEPT 21	16-00890	2 ford interceptor suv	79.95	Police: Vehicles 6-01-25-240-000-297	154619	
09/14/16	SEPT 21	16-00890	3 ford interceptor suv	214.00	Police: Vehicles 6-01-25-240-000-297	154619	
				P.O. Total:	1,343.92		
09/14/16	SEPT 21	16-00911	CAR01 CARDINAL ROOFING & SIDING 1 REPAIR ROOF DAMAGE/DPW	5,800.00	6-01-26-290-000-294 Streets: Other	078870	
09/14/16	SEPT 21	16-00918	INTERSOF INTERSOFT TECH. INTERNATIONAL 1 ON-SITE PAYROLL CONSULTING	562.50	6-01-20-130-000-294 Finance: Other	972616-HB	
09/14/16	SEPT 21	16-00936	SIGN SIGN AND SAFETY DEVICES, LLC 1 jbc revolution -3m reflective	337.50	6-01-26-290-000-109 Streets: Emergency Safety Materials	35102	
09/14/16	SEPT 21	16-00936	2 a-frame barrier system	2,040.00	6-01-26-290-000-109 Streets: Emergency Safety Materials	35102	
				P.O. Total:	2,377.50		
09/14/16	SEPT 21	16-00941	COMMU005 COMMUNITY SURGICAL SUPPLY 1 NALOXONE/NARCAN REFILL SINGLE	253.50	6-01-25-240-000-110 Police: First Aid Supplies	3033224	
09/14/16	SEPT 21	16-00942	ADVANCED ADVANCED MICRO DISTRIBUTION 1 hours-draw down-computer serv	1,100.00	6-01-25-240-000-154 Police: Equipment Maintenance	60146	
09/14/16	SEPT 21	16-00950	AMERPIPE AMERICAN PIPE CLEANING 1 jet vac truck/technician	1,000.00	6-05-55-502-000-189 Sewer: Line Repairs	2205	
09/14/16	SEPT 21	16-00952	PROFE005 PROFESSIONAL GOV EDUCATORS, INC 1 ETHICS & INTERNAL CONTROLS	90.00	6-01-26-290-000-294 Streets: Other	9/27/16	
09/14/16	SEPT 21	16-00954	ALLIED12 Allied Fire & Safety 1 fire extinguisher/service call	917.36	6-01-26-310-000-109 B&G: Emergency Safety Materials	SM 53253	
09/14/16	SEPT 21	16-00964	ATLAN010 ATLANTIC SECURITY & FIRE 1 quarterly monitoring	120.00	6-01-28-360-000-154 Community Ctr: Equipment Maintenance	71715	
09/14/16	SEPT 21	16-00964	2 quarterly monitoring	135.00	6-01-28-360-000-154 Community Ctr: Equipment Maintenance	71715	
09/14/16	SEPT 21	16-00964	3 quarterly monitoring	45.00	6-01-28-360-000-154 Community Ctr: Equipment Maintenance	71715	
				P.O. Total:	300.00		

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/14/16	SEPT 21	16-00970	HALST005 HALSTED'S 1 REPAIR TO REFRIGERATOR-CENTER	79.10	6-01-26-310-000-178 B&G: Building Maintenance	1608619	
09/14/16	SEPT 21	16-00972	NJSACOP NJSACOP 1 in service seminar reg fees	1,300.00	6-01-25-240-000-128 Police: Meetings & Conferences	9/7/16	
09/14/16	SEPT 21	16-00988	MSWASTE M & S WASTE SERVICES 1 SANITATION AND DUMPING	17,569.08	6-01-26-306-000-284 Sanitation Contract: Solid Waste	9170981	
09/14/16	SEPT 21	16-00988	2 SANITATION AND DUMPING	12,989.16	6-01-26-309-000-220 Mon Cty Rec: Tipping Fees	9170981	
09/14/16	SEPT 21	16-00988	3 SANITATION BRUSH/BULK	19,839.90	6-01-26-306-000-283 Sanitation Contract: Co-Mingled Disposal	9170981	
09/14/16	SEPT 21	16-00988	4 SANITATION AND DUMPING	54.03	6-01-26-308-000-285 Recycling Tax	9170981	
P.O. Total:				50,452.17			
09/14/16	SEPT 21	16-00990	BCBSNJ HORIZON BLUE CROSS BLUE SHIELD 1 dental cobra	423.07	6-01-23-220-000-254 Current: Retirees Group Insurance	284627427	
09/14/16	SEPT 21	16-00991	HOMEDEPO HOME DEPOT CREDIT SERVICES 1 supplies	68.12	6-01-26-310-000-181 B&G: General Hardware - Minor Tools	9/8/16	
09/14/16	SEPT 21	16-00998	USFNA US BANK CUST FOR FNA JERSEY 1 lien redemption	1,211.65	T-03-56-851-000-003 Trust: Redemption O/S Liens	B47/L4.01	
09/14/16	SEPT 21	16-00998	2 premium bid	6,100.00	T-03-56-851-000-001 Trust: Tax Sale Premiums	B47/L4.01	
P.O. Total:				7,311.65			
09/14/16	SEPT 21	16-01000	ASBURY ASBURY PARK PRESS 1 intro-0-16-16	182.00	6-01-20-120-000-120 Municipal Clerk: Advertising	1547314	
09/14/16	SEPT 21	16-01000	2 intro-0-16-17	129.50	6-01-20-120-000-120 Municipal Clerk: Advertising	1545604	
P.O. Total:				311.50			
09/14/16	SEPT 21	16-01001	TOMSA T.O.M.S.A. 1 AUGUST FLOW	55,040.86	6-05-55-502-000-196 Sewer: TOMSA	AUGUST	
09/14/16	SEPT 21	16-01004	GRAVELLY GRAVELLY POINT BEACH ASSOC. 1 100013667538ACCT 2016	28.73	6-01-26-325-000-217		

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/14/16	SEPT 21	16-01004	2 100013667421 ACCT	182.11	Condo Services: Street Lighting 6-01-26-325-000-217		
09/14/16	SEPT 21	16-01004	3 100080852153ACCT	27.72	Condo Services: Street Lighting 6-01-26-325-000-217	2016	
			P.O. Total:	238.56	Condo Services: Street Lighting		
09/14/16	SEPT 21	16-01006	USBAN020 US BANK CUST PC6 LLC 1 lien redemption	1,655.94	T-03-56-851-000-003 Trust: Redemption O/S Liens	B38.01/L17.04	
09/14/16	SEPT 21	16-01006	2 premium bid	1,000.00	T-03-56-851-000-001 Trust: Tax Sale Premiums	B38.01/L17.04	
			P.O. Total:	2,655.94			
09/14/16	SEPT 21	16-01007	VETERINA NJ STATE DEPT. OF HEALTH 1 monthly dog report-aug 2016	24.00	T-12-99-999-000-001 DOG TRUST: DUE CURRENT	AUG 2016	
09/14/16	SEPT 21	16-01009	NJNG NEW JERSEY NATURAL GAS 1 s 2nd st	25.00	6-01-31-446-000-218 Natural Gas	S 2ND ST	
09/14/16	SEPT 21	16-01009	2 shore dr	62.16	6-01-31-446-000-218 Natural Gas	SHORE DR	
09/14/16	SEPT 21	16-01009	3 22 snugharbor ave	66.82	6-01-31-446-000-218 Natural Gas	22 SNUGHARBOR	
09/14/16	SEPT 21	16-01009	4 19 bay ave upper	25.00	6-01-31-446-000-218 Natural Gas	19 BAY AVENUE	
09/14/16	SEPT 21	16-01009	5 19 bay ave lower	25.00	6-01-31-446-000-218 Natural Gas	19 LOWER	
09/14/16	SEPT 21	16-01009	6 171 bay avenue	129.55	6-01-31-446-000-218 Natural Gas	171 BAY AVE	
09/14/16	SEPT 21	16-01009	7 s 2nd st shore dr	31.51	6-01-31-446-000-218 Natural Gas	S 2ND ST SHORE	
			P.O. Total:	365.04			
09/14/16	SEPT 21	16-01010	HOMEDEPO HOME DEPOT CREDIT SERVICES 1 asphalt, blue paint	335.24	6-01-26-290-000-189 Streets: Road Material	9/14/16	
09/14/16	SEPT 21	16-01011	JCPL JCP & L 1 valley st pump	7.64	6-01-31-430-000-215 Electric	95284960381	
09/14/16	SEPT 21	16-01011	2 22 snugharbor ave	970.30	6-01-31-430-000-215 Electric	95264979208	
09/14/16	SEPT 21	16-01011	3 169 bay avenue	75.73	6-01-31-430-000-215 Electric	95284960407	
09/14/16	SEPT 21	16-01011	4 linden avenue	2.81	6-01-31-430-000-215 Electric	95145340819	
09/14/16	SEPT 21	16-01011	5 17 shore dr & miller st	1,101.29	6-01-31-430-000-215 Electric	95145340892	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/14/16	SEPT 21	16-01011	6 19 bay avenue	96.66	Electric 6-01-31-430-000-215	95264975606	
09/14/16	SEPT 21	16-01011	7 19 bay avenue 2nd fl	107.31	Electric 6-01-31-430-000-215	95264975607	
09/14/16	SEPT 21	16-01011	8 27 s 2nd st	258.46	Electric 6-01-31-430-000-215	95145340914	
09/14/16	SEPT 21	16-01011	9 42a shore dr	217.21	Electric 6-01-31-430-000-215	95145340915	
09/14/16	SEPT 21	16-01011	10 42b shore dr	190.12	Electric 6-01-31-430-000-215	95145340916	
09/14/16	SEPT 21	16-01011	11 27a s2nd st	459.17	Electric 6-01-31-430-000-215	95145340917	
09/14/16	SEPT 21	16-01011	12 40 shore dr	3,237.10	Electric 6-01-31-430-000-215	95145340930	
09/14/16	SEPT 21	16-01011	13 streetscape	50.41	Electric 6-01-31-430-000-215	95145340936	
09/14/16	SEPT 21	16-01011	14 waterwitch ave	108.71	Electric 6-01-31-430-000-215	95554774253	
09/14/16	SEPT 21	16-01011	15 waterwitch ave & bay ave	17.94	Electric 6-01-31-430-000-215	95554774253	
09/14/16	SEPT 21	16-01011	16 waterwitch ave & bay/blk 999	115.71	Electric 6-01-31-430-000-215	95554774181	
P.O. Total:				7,016.57			
SPECTROL SPECTROTEL, INC.							
09/14/16	SEPT 21	16-01012	1 monthly phone service	89.99	6-01-26-310-000-170 B&G: Leased Equipment	7756095	
COMCAST COMCAST							
09/14/16	SEPT 21	16-01014	1 42 SHORE DRIVE	465.94	6-01-31-450-000-213 Telecommunications	42 SHORE DR	
09/14/16	SEPT 21	16-01014	2 17-1 SHORE DR/SPC VIDEO ACCT	107.65	6-01-31-450-000-213 Telecommunications	17-1 SHORE/SPC	
09/14/16	SEPT 21	16-01014	3 27 SHORE DRIVE	169.24	6-01-31-450-000-213 Telecommunications	27 SHORE DR	
P.O. Total:				742.83			
HILLT005 HILLTOP AT HIGHLANDS CONDO ASS							
09/14/16	SEPT 21	16-01015	1 ELECTRIC REIMBURSEMENT	55.14	6-01-26-325-000-217 Condo Services: Street Lighting	JULY 2016	
09/14/16	SEPT 21	16-01015	2 ELECTRIC REIMBURSEMENT	58.31	6-01-26-325-000-217 Condo Services: Street Lighting	AUG 2016	
09/14/16	SEPT 21	16-01015	3 ELECTRIC REIMBURSEMENT	50.92	6-01-26-325-000-217 Condo Services: Street Lighting	SEPT 2016	
P.O. Total:				164.37			
RECLAMAT TREASURER, COUNTY OF MONMOUTH							
09/14/16	SEPT 21	16-01016	1 RECLAMATION DISPOSAL	900.15	6-01-26-309-000-220	AUG 2016	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/14/16	SEPT 21	16-01016	2 RECLAMATION DISPOSAL	33.28	Mon Cty Rec: Tipping Fees 6-01-26-308-000-285 Recycling Tax	AUG 2016	
P.O. Total:				933.43			
Total for Batch: SEPT 21				238,998.35			
Total for Date: 09/14/16		Total for All Batches:		238,998.35			
09/16/16	SEPT 21	16-00151	FIRECOMP FIRECOMPANIES.COM 3 PO DRAWDOWN HFD WEBSITE	239.97	6-01-25-263-000-170 Fire Dept: Leased Equipment	3239	
09/16/16	SEPT 21	16-00623	SHOREGRA SHOREGRAFX INC. 3 website monthly	650.00	6-01-20-120-000-152 Municipal Clerk: Contractual Service	SEPT 2016	
09/16/16	SEPT 21	16-00643	TWIN TWIN LIGHTS MARINA 1 24m battery/rudder/t-bag	388.92	6-01-25-263-000-154 Fire Dept: Equipment Maintenance	4269	
09/16/16	SEPT 21	16-00836	TWIN TWIN LIGHTS MARINA 1 rsc inflatable lifejacket	1,036.80	6-01-25-263-000-109 Fire Dept: Emergency Safety Materials	4523	
09/16/16	SEPT 21	16-00870	GATEWAY GATEWAY PRESS 1 #10 window envelopes	260.00	6-01-20-152-000-161 Central Services: Printing	17951	
09/16/16	SEPT 21	16-00938	INTERSOF INTERSOFT TECH. INTERNATIONAL 1 on-site payroll consulting	500.00	6-01-20-130-000-294 Finance: Other	071316-HB	
09/16/16	SEPT 21	16-00944	STAPLES STAPLES ADVANTAGE 1 cleaning supplies	310.36	6-01-26-310-000-116 B&G: Janitorial Supplies	3312052988	
09/16/16	SEPT 21	16-00944	2 cleaning supplies	74.58-	6-01-26-310-000-116 B&G: Janitorial Supplies	3313405566	
P.O. Total:				235.78			
09/16/16	SEPT 21	16-01017	ASBURY ASBURY PARK PRESS 1 2015 audit synopsis	314.00	6-01-20-120-000-120 Municipal Clerk: Advertising	1561943	
09/16/16	SEPT 21	16-01018	NJLM NJ STATE LEAG.OF MUNICIPALITIE 1 legislative bulletins2016-2017	49.00	6-01-20-110-000-128 Mayor/Council: Meetings & Conferences	16B-8930	
RESERVE RESERVE ACCOUNT							



Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
09/16/16	SEPT 21	16-01019	1 deposit money to postage machi	2,000.00	6-01-26-310-000-170 B&G: Leased Equipment	9/16/16	
09/16/16	SEPT 21	16-01021	SUTTO005 SUTTON LAND TITLE AGENCY 1 84 BAY AVENUE/TAX OVERPAYMENT	1,000.00	6-01-99-999-000-205 Tax Overpayments	B42/L12.01	
09/16/16	SEPT 21	16-01022	WELLS005 WELLSFARGO HOME MORTGAGE 1 TAX OVERPAYMENT	765.96	6-01-99-999-000-205 Tax Overpayments	B100.8/L45	
09/16/16	SEPT 21	16-01023	EILEE005 EILEEN SCANLON 1 TAX OVERPAYMENT	781.51	6-01-99-999-000-205 Tax Overpayments	B56/L15	
09/16/16	SEPT 21	16-01023	2 TAX OVERPAYMENT	2.14	6-01-99-999-000-205 Tax Overpayments	B56/L15.01	
P.O. Total:				<u>783.65</u>			
09/16/16	SEPT 21	16-01024	USBAN020 US BANK CUST PC6 LLC 1 TAX REFUND	1,191.98	6-01-99-999-000-205 Tax Overpayments		
09/16/16	SEPT 21	16-01025	THEIR005 THE IRWIN LAW FIRM ATTORNEY 1 TAX OVERPAYMENT	7,063.36	6-01-99-999-000-205 Tax Overpayments		
Total for Batch: SEPT 21				<u>16,479.42</u>			
Total for Date: 09/16/16		Total for All Batches:		<u>16,479.42</u>			

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Batch Id	Batch Total
Total for Batch: SEPT 21	255,477.77
Total of All Batches:	<u>255,477.77</u>

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HIGHLANDS.NJ.US

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	5-01	1,882.80	0.00	0.00	1,882.80
	6-01	187,118.52	0.00	0.00	187,118.52
	6-05	56,484.86	0.00	0.00	56,484.86
Year Total:		243,603.38	0.00	0.00	243,603.38
TRUST NON BUDGET-TWO RIVER	T-03	9,967.59	0.00	0.00	9,967.59
	T-12	24.00	0.00	0.00	24.00
Year Total:		9,991.59	0.00	0.00	9,991.59
Total of All Funds:		255,477.77	0.00	0.00	255,477.77

Batch Id: KITTYI Batch Type: M Batch Date: 08/31/16 Checking Account: CURRENT G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Item Description	Name	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
830 16-00987	08/31/16 08/31/16	PAYROLL 2 p/r wire	BOROUGH OF HIGHLANDS 08/30/16	340.59	171 BAY AVENUE 6-01-23-210-000-251 Current: Insurance - Other	Budget	Aprv	1	1
16-00987	08/31/16	3 p/r wire	08/30/16	1,299.68	6-01-20-120-000-011 Municipal Clerk: Salaries & Wages	Budget	Aprv	2	1
16-00987	08/31/16	4 p/r wire	08/30/16	4,583.33	6-01-20-100-000-011 Admin: Salaries & Wages	Budget	Aprv	3	1
16-00987	08/31/16	5 p/r wire	08/30/16	1,305.83	6-01-20-152-000-011 Central Services: Salaries & Wages	Budget	Aprv	4	1
16-00987	08/31/16	6 p/r wire	08/30/16	4,035.42	6-01-20-130-000-011 Finance: Salaries & Wages	Budget	Aprv	5	1
16-00987	08/31/16	7 p/r wire	08/30/16	1,092.46	6-01-20-150-000-011 Tax Assessor: Salaries & Wages	Budget	Aprv	6	1
16-00987	08/31/16	8 p/r wire	08/30/16	3,341.98	6-01-20-145-000-011 Tax Collection: Salaries & Wages	Budget	Aprv	7	1
16-00987	08/31/16	9 p/r wire	08/30/16	635.25	6-01-25-275-000-011 Municipal Prosecutor: Salaries & Wages	Budget	Aprv	8	1
16-00987	08/31/16	10 p/r wire	08/30/16	2,390.08	6-01-25-265-000-011 Uniform Fire: Salaries & Wages	Budget	Aprv	9	1
16-00987	08/31/16	11 p/r wire	08/30/16	57,197.71	6-01-25-240-000-011 Police: Salaries & Wages	Budget	Aprv	10	1
16-00987	08/31/16	12 p/r wire	08/30/16	6,047.91	6-01-25-240-000-013 Police: S&W Overtime	Budget	Aprv	11	1
16-00987	08/31/16	13 p/r wire	08/30/16	1,003.25	6-01-25-240-000-014 Police: S&W Court Overtime	Budget	Aprv	12	1
16-00987	08/31/16	14 p/r wire	08/30/16	5,392.50	6-01-25-250-000-011 Police Dispatch: Salaries & Wages	Budget	Aprv	13	1
16-00987	08/31/16	15 p/r wire	08/30/16	193.56	6-01-25-250-000-013 Police Dispatch: S&W Overtime	Budget	Aprv	14	1
16-00987	08/31/16	16 p/r wire	08/30/16	562.50	6-01-43-490-000-011 Municipal Court: Salaries & Wages	Budget	Aprv	15	1
16-00987	08/31/16	17 p/r wire	08/30/16	3,112.09	6-01-22-195-000-011 Construction: Salaries & Wages	Budget	Aprv	16	1
16-00987	08/31/16	18 p/r wire	08/30/16	2,868.75	6-01-22-200-000-011 Code Enf: Salaries & Wages	Budget	Aprv	17	1
16-00987	08/31/16	19 p/r wire	08/30/16	456.12	6-01-25-252-000-011 Emergency Mgmt: Salaries & Wages	Budget	Aprv	18	1
16-00987	08/31/16	20 p/r wire	08/30/16	11,856.04	6-01-26-290-000-011 Streets: Salaries & Wages	Budget	Aprv	19	1
16-00987	08/31/16	21 p/r wire	08/30/16	899.48	6-01-26-310-000-011 B&G: Salaries & Wages	Budget	Aprv	20	1
16-00987	08/31/16	22 p/r wire	08/30/16	6,599.62	6-01-28-360-000-011 Community Ctr: Salaries & Wages	Budget	Aprv	21	1
16-00987	08/31/16	23 p/r wire	08/30/16	75,000.00	6-01-30-415-000-294 Accumulated Leave: Other	Budget	Aprv	22	1
16-00987	08/31/16	24 p/r wire	08/30/16	630.18	6-01-22-195-000-011 Construction: Salaries & Wages	Budget	Aprv	23	1
16-00987	08/31/16	25 p/r wire	08/30/16	11,418.21	6-01-36-472-000-000 Statutory: Social Security	Budget	Aprv	24	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
16-00987	08/31/16	26 p/r wire 08/30/16	22,731.53	T-03-56-850-000-016 Trust: Accumulated Leave	Budget	Aprv	25	1
16-00987	08/31/16	27 p/r wire 08/30/16	6,917.50	T-03-56-850-000-005 Trust: Off Duty Police	Budget	Aprv	26	1
16-00987	08/31/16	28 p/r wire 08/30/16	710.32	G-02-41-807-130-101 Summer Food 2016 -S&W	Budget	Aprv	27	1
16-00987	08/31/16	29 p/r wire 08/30/16	54.34	G-02-41-807-110-205 Summer Food 2014 159-Fringe Benefits	Budget	Aprv	28	1
16-00987	08/31/16	30 p/r wire 08/30/16	1,091.33	G-02-41-809-401-101 Alliance Grant 2016-2017 S&W	Budget	Aprv	29	1
16-00987	08/31/16	31 p/r wire 08/30/16	3,270.96	6-05-55-501-000-011 Sewer: Salaries & Wages	Budget	Aprv	30	1
16-00987	08/31/16	32 p/r wire 08/30/16	250.23	6-05-55-502-200-256 Sewer: Social Security System	Budget	Aprv	31	1
			237,288.75					

Checks:	<u>Count</u> 1	<u>Line Items</u> 31	<u>Amount</u> 237,288.75
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There are NO errors or warnings in this listing.

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	6-01	202,262.54	0.00	0.00	202,262.54
	6-05	<u>3,521.19</u>	<u>0.00</u>	<u>0.00</u>	<u>3,521.19</u>
Year Total:		205,783.73	0.00	0.00	205,783.73
	G-02	1,855.99	0.00	0.00	1,855.99
TRUST NON BUDGET-TWO RIVER	T-03	29,649.03	0.00	0.00	29,649.03
Total of All Funds:		<u>237,288.75</u>	<u>0.00</u>	<u>0.00</u>	<u>237,288.75</u>

G/L Posting Summary

Account	Description	Debits	Credits
6-01-101-01-000-001	Cash - Operating	0.00	236,948.16
6-01-101-01-000-002	Cash - Clearing	0.00	340.59
6-01-160-05-000-002	Due Grant Fund	1,855.99	0.00
6-01-160-05-000-004	Due Trust Fund	29,649.03	0.00
6-01-160-05-000-009	Due Sewer Operating Fund	3,521.19	0.00
6-01-201-20-000-000	Current Appropriations	<u>202,262.54</u>	<u>0.00</u>
	Totals for Fund 6-01 :	237,288.75	237,288.75
6-02-160-05-000-001	Due Current	0.00	1,855.99
6-02-213-40-000-000	Appropriated Reserves	<u>1,855.99</u>	<u>0.00</u>
	Totals for Fund 6-02 :	1,855.99	1,855.99
6-03-160-05-000-001	Due Current Fund	0.00	29,649.03
6-03-201-20-000-001	General Trust Appropriations	<u>29,649.03</u>	<u>0.00</u>
	Totals for Fund 6-03 :	29,649.03	29,649.03
6-05-160-05-000-001	Due Current	0.00	3,521.19
6-05-201-20-000-000	Sewer Appropriations	<u>3,521.19</u>	<u>0.00</u>
	Totals for Fund 6-05 :	3,521.19	3,521.19
	Grand Total:	<u>272,314.96</u>	<u>272,314.96</u>

Range of Checking Accts: CURRENT to CURRENT Range of Check Ids: 830 to 830  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
830	08/31/16	PAYROLL BOROUGH OF HIGHLANDS PAYROLL					622
16-00987	2	p/r wire 08/30/16	340.59	6-01-23-210-000-251	Budget		1 1
				Current: Insurance - Other			
16-00987	3	p/r wire 08/30/16	1,299.68	6-01-20-120-000-011	Budget		2 1
				Municipal Clerk: Salaries & Wages			
16-00987	4	p/r wire 08/30/16	4,583.33	6-01-20-100-000-011	Budget		3 1
				Admin: Salaries & Wages			
16-00987	5	p/r wire 08/30/16	1,305.83	6-01-20-152-000-011	Budget		4 1
				Central Services: Salaries & Wages			
16-00987	6	p/r wire 08/30/16	4,035.42	6-01-20-130-000-011	Budget		5 1
				Finance: Salaries & Wages			
16-00987	7	p/r wire 08/30/16	1,092.46	6-01-20-150-000-011	Budget		6 1
				Tax Assessor: Salaries & Wages			
16-00987	8	p/r wire 08/30/16	3,341.98	6-01-20-145-000-011	Budget		7 1
				Tax Collection: Salaries & Wages			
16-00987	9	p/r wire 08/30/16	635.25	6-01-25-275-000-011	Budget		8 1
				Municipal Prosecutor: Salaries & Wages			
16-00987	10	p/r wire 08/30/16	2,390.08	6-01-25-265-000-011	Budget		9 1
				Uniform Fire: Salaries & Wages			
16-00987	11	p/r wire 08/30/16	57,197.71	6-01-25-240-000-011	Budget		10 1
				Police: Salaries & Wages			
16-00987	12	p/r wire 08/30/16	6,047.91	6-01-25-240-000-013	Budget		11 1
				Police: S&W Overtime			
16-00987	13	p/r wire 08/30/16	1,003.25	6-01-25-240-000-014	Budget		12 1
				Police: S&W Court Overtime			
16-00987	14	p/r wire 08/30/16	5,392.50	6-01-25-250-000-011	Budget		13 1
				Police Dispatch: Salaries & Wages			
16-00987	15	p/r wire 08/30/16	193.56	6-01-25-250-000-013	Budget		14 1
				Police Dispatch: S&W Overtime			
16-00987	16	p/r wire 08/30/16	562.50	6-01-43-490-000-011	Budget		15 1
				Municipal Court: Salaries & Wages			
16-00987	17	p/r wire 08/30/16	3,112.09	6-01-22-195-000-011	Budget		16 1
				Construction: Salaries & Wages			
16-00987	18	p/r wire 08/30/16	2,868.75	6-01-22-200-000-011	Budget		17 1
				Code Enf: Salaries & Wages			
16-00987	19	p/r wire 08/30/16	456.12	6-01-25-252-000-011	Budget		18 1
				Emergency Mgmt: Salaries & Wages			
16-00987	20	p/r wire 08/30/16	11,856.04	6-01-26-290-000-011	Budget		19 1
				Streets: Salaries & Wages			
16-00987	21	p/r wire 08/30/16	899.48	6-01-26-310-000-011	Budget		20 1
				B&G: Salaries & Wages			
16-00987	22	p/r wire 08/30/16	6,599.62	6-01-28-360-000-011	Budget		21 1
				Community Ctr: Salaries & Wages			
16-00987	23	p/r wire 08/30/16	75,000.00	6-01-30-415-000-294	Budget		22 1
				Accumulated Leave: Other			
16-00987	24	p/r wire 08/30/16	630.18	6-01-22-195-000-011	Budget		23 1
				Construction: Salaries & Wages			
16-00987	25	p/r wire 08/30/16	11,418.21	6-01-36-472-000-000	Budget		24 1
				Statutory: Social Security			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
830		BOROUGH OF HIGHLANDS PAYROLL							
16-00987	26	p/r wire 08/30/16	22,731.53	T-03-56-850-000-016	Budget		25	1	
				Trust: Accumulated Leave					
16-00987	27	p/r wire 08/30/16	6,917.50	T-03-56-850-000-005	Budget		26	1	
				Trust: Off Duty Police					
16-00987	28	p/r wire 08/30/16	710.32	G-02-41-807-130-101	Budget		27	1	
				Summer Food 2016 -s&w					
16-00987	29	p/r wire 08/30/16	54.34	G-02-41-807-110-205	Budget		28	1	
				Summer Food 2014 159-Fringe Benefits					
16-00987	30	p/r wire 08/30/16	1,091.33	G-02-41-809-401-101	Budget		29	1	
				Alliance Grant 2016-2017 s&w					
16-00987	31	p/r wire 08/30/16	3,270.96	6-05-55-501-000-011	Budget		30	1	
				Sewer: Salaries & Wages					
16-00987	32	p/r wire 08/30/16	250.23	6-05-55-502-200-256	Budget		31	1	
				Sewer: Social Security System					
			237,288.75						

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	237,288.75	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	237,288.75	0.00



Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	6-01	202,262.54	0.00	0.00	202,262.54
	6-05	<u>3,521.19</u>	<u>0.00</u>	<u>0.00</u>	<u>3,521.19</u>
Year Total:		205,783.73	0.00	0.00	205,783.73
	G-02	1,855.99	0.00	0.00	1,855.99
TRUST NON BUDGET-TWO RIVER	T-03	29,649.03	0.00	0.00	29,649.03
Total Of All Funds:		<u>237,288.75</u>	<u>0.00</u>	<u>0.00</u>	<u>237,288.75</u>

**BOROUGH OF HIGHLANDS**  
**MONMOUTH COUNTY, NEW JERSEY**  
**RESOLUTION 16-186**  
RESOLUTION TO AMEND 2016 BUDGET

WHEREAS, the Calendar Year 2016 Budget was approved on the 6th day of April 2016, and

WHEREAS, the public hearing on said budget was held as advertised, and

WHEREAS, it is desired to amend said approved budget,

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Highlands, County of Monmouth, that the following amendments to the approved Calendar Year 2016 Budget be made:

	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>
	(	(	(
	(	(	(
	(	(	(
Recorded Vote	(	(	<u>Absent</u>
(Insert last names)	(	(	(
			(

**CURRENT FUND BUDGET**

	<u>From</u>	<u>To</u>
<b>Anticipated Revenues:</b>		
<b>General Revenues:</b>		
1. Surplus Anticipated	\$2,000,000.00	\$1,500,000.00
Total Surplus Anticipated	2,000,000.00	1,500,000.00
3. Miscellaneous Revenues - Section F: Special Items of Revenue Anticipated with Prior Written Consent of Director of Local Government Public and Private Revenues Offset with Appropriations Summer Food Program	0.00	10,769.88
3. Total Section F: Special Items of Revenue Anticipated with Prior Written Consent of Director of Local Government Services- Public and Private Revenues	280,918.21	291,688.09
3. Miscellaneous Revenues - Section G: Special Items of Revenue Anticipated with Prior Written Consent of Director of Local Government Other Special Items Non-Federal Cost Share ("Match") Program	0.00	256,711.91
3. Total Section G: Special Items of Revenue Anticipated with Prior Written Consent of Director of Local Government Services- Other Special Items	643,247.68	899,959.59
3. Miscellaneous Revenues - Total Miscellaneous Revenues	1,826,724.89	2,094,206.68
5. Sub-Total General Revenues (Items 1,2,3 and 4)	4,476,724.89	4,244,206.68
6. Amount to Be Raised by Taxes for Support of Municipal Budget a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	7,216,080.42	7,525,868.51
Total Amount to be Raised by Taxes for Support of Municipal Budget	7,216,080.42	7,525,868.51
<b>10. TOTAL GENERAL REVENUES</b>	<b>\$ 11,692,805.31</b>	<b>\$ 11,770,075.19</b>

**CURRENT FUND BUDGET**

	<b><u>From</u></b>	<b><u>To</u></b>
<b>Current Fund - Appropriations</b>		
<b>8. General Appropriations</b>		
(A) Operations - within "CAPS"		
Administration-S&W	106,000.00	112,000.00
Central Services-OE	28,000.00	38,000.00
Municipal Clerk-S&W	81,500.00	72,000.00
Municipal Clerk-OE	30,000.00	65,000.00
Public Building & Grounds-OE	85,000.00	95,000.00
	<hr/>	<hr/>
Total Operations (Item 8(A) within "CAPS")	7,023,840.00	7,075,340.00
	<hr/>	<hr/>
Total Operations Including Contingent within "CAPS"	7,023,840.00	7,075,340.00
Detail:		
Salaries & Wages	3,372,500.00	3,369,000.00
Other Expenses	3,651,340.00	3,706,340.00
	<hr/>	<hr/>
(H-1) Total General Appropriations for Municipal Purposes Within "CAPS"	7,591,131.00	7,642,631.00
	<hr/>	<hr/>
(A) Operations - Excluded from "CAPS"		
Stormwater Management	35,000.00	50,000.00
Total Operations Excluded from "CAPS"	137,760.00	152,760.00
	<hr/>	<hr/>
Public and Private Programs Offset by Revenues		
Summer Food Program	0.00	10,769.88
Total Public and Private Programs Offset by Revenues	295,918.21	306,688.09
	<hr/>	<hr/>
Total Operations Excluded from "CAPS"	585,678.21	611,448.09
Detail:		
Salaries & Wages	0.00	0.00
Other Expenses	585,678.21	611,448.09
	<hr/>	<hr/>
(H-2) Total General Appropriations for Municipal Purposes Excluded from "CAPS"	3,001,674.31	3,027,444.19
	<hr/>	<hr/>
(O) Total General Appropriations-Excluded from "CAPS"	3,001,674.31	3,027,444.19
	<hr/>	<hr/>
(L) Subtotal General Appropriations {Items (H-1) and (O)}	10,592,805.31	10,670,075.19
	<hr/>	<hr/>
<b>9. TOTAL GENERAL APPROPRIATIONS</b>	<b>\$11,692,805.31</b>	<b>\$11,770,075.19</b>
	<hr/>	<hr/>

BE IT FURTHER RESOLVED, that two (2) certified copies of this resolution be filed forthwith in the office of the Director of the Division of Local Government Services for certification of the Calendar Year 2016 budget so amended.

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the governing body on the 21st day of September, 2016.

Certified by me

09/07/16

\_\_\_\_\_  
Dwayne Harris  
Acting Borough Clerk

BE IT FURTHER RESOLVED, that this complete amendment, in accordance with the provisions of N.J.S.A. 40A: 4-9, be published in The Two River Times in the issue of September 15, 2016, and that said publication contain notice of public hearing on said amendment to be held at the Robert D. Wilson Community Center, 22 Snug Harbor Avenue, Highlands, NJ on September 21, 2016, at 8:00 o'clock pm.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON	X		X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN						X
ON CONSENT AGENDA: YES _ NO X						

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 September 07, 2016. WITNESS my hand this 12th day of August 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk

**SECTION 2 - UPON ADOPTION FOR YEAR  
(Only to be Included in the Budget as Finally Adopted)**

**2016**

**RESOLUTION**

Be it Resolved by the Mayor and Borough Council of the Borough of Highlands, County of Monmouth, that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 7,525,868.51 (Item 2 below) for municipal purposes, and
- (b) \$ \_\_\_\_\_ (Item 3 below) for school purposes in Type I School District only (N.J.S. 18A:9-2) to be raised by taxation and,
- (c) \$ \_\_\_\_\_ (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$ 29,379.15 (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ 0.00 (Item 5 below) Minimum Library Tax

**RECORDED VOTE**

(Insert last name)

Ayes {

Nays {

Abstained {

Absent {

**SUMMARY OF REVENUES**

**1. General Revenues**

Surplus Anticipated	08-100	\$	1,500,000.00
Miscellaneous Revenues Anticipated	13-099	\$	2,094,206.68
Receipts from Delinquent Taxes	15-499	\$	650,000.00
<b>2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)</b>	<b>07-190</b>	<b>\$</b>	<b>7,525,868.51</b>
<b>3. AMOUNT TO BE RAISED BY TAXATION FOR _SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:</b>			
Item 6, Sheet 41	07-195	\$	
Item 6(b), Sheet 11 (N.J.S. 40A:4-14)	07-191	\$	
<b>Total Amount to be Raised by Taxation for Schools in Type I School Districts Only</b>			
<b>4. To Be Added TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR _SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:</b>			
Item 6(b), Sheet 11 (N.J.S. 40A:4-14)	07-191	\$	
<b>5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY</b>			<b>0.00</b>
<b>Total Revenues</b>	<b>13-299</b>	<b>\$</b>	<b>11,770,075.19</b>

**SUMMARY OF APPROPRIATIONS**

<b>5. GENERAL APPROPRIATIONS</b>	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
<b>Within "CAPS"</b>	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(a&b) Operations including Contingent	34-201	\$ 7,075,340.00
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$ 567,291.00
(g) Cash Deficit	46-885	\$
<b>Excluded from "CAPS"</b>	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$ 611,448.09
(c) Capital Improvements	44-999	\$ 481,500.00
(d) Municipal Debt Service	45-999	\$ 924,248.42
(e) Deferred Charges - Municipal	46-999	\$ 1,010,247.68
(f) Judgments	37-480	\$
(n) Transferred to Board of Education for Use of Local Schools (N.J.S. 40:48-17.1 &17.3)	29-405	\$
(g) Cash Deficit	46-885	\$
(k) For Local District School Purposes	29-410	\$
(m) Reserve for Uncollected Taxes (Include Other Reserves if Any)	50-899	\$ 1,100,000.00
<b>6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICTS ONLY (N.J.S. 40A:4-13)</b>	07-195	\$
<b>Total Appropriations</b>	34-499	\$ 11,770,075.19

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 5th day of August, 2016. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2016 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 21st day of September, 2016 \_\_\_\_\_, Clerk  
signature



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 16-190

### RESOLUTION AUTHORIZING DISCHARGE/CANCELLATION OF MORTGAGE MADE BY AND BETWEEN THE PROPERTY OWNER AT 84 NAVESINK AVENUE AND THE BOROUGH OF HIGHLANDS

**WHEREAS**, on or about June 21, 2000, the Borough of Highlands entered into a Mortgage with the Property Owner at 84 Navesink Avenue, wherein the Borough served as the Lender and the Property Owner served as the Borrower, in connection with the Housing Improvement Program of Highlands, and

**WHEREAS**, the aforesaid Mortgage provided a loan in the amount of \$8,500.00 for the purpose of rehabilitating the property in order to abate certified health, safety and code violations; and

**WHEREAS**, rehabilitation work was undertaken at 84 Navesink Avenue, in connection with the Housing Improvement Program of Highlands; and

**WHEREAS**, in accordance with the terms of a grant provided to the Property Owner, at 84 Navesink Avenue, in connection with the Housing Improvement Program of Highlands, the aforesaid Mortgage was made on June 21, 2000 and recorded with the Monmouth County Clerk on February 20, 2002, Book: OR-8085, Page 6556; and

**WHEREAS**, the aforesaid Mortgage was for a six (6) year term beginning on March 28, 2001 and ending on March 28, 2007; and

**WHEREAS**, in accordance with the terms of the said Mortgage Note, the Mortgage amount would be forgiven at the end of the six (6) year term; and

**WHEREAS**, in accordance with the terms of the said Mortgage, the Borough shall execute a cancellation of the said Mortgage upon forgiveness of the principal, at the end of the six (6) year term, under the terms of the Mortgage Note.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Borough of Highlands, hereby authorizes the Borough's Professionals, including but not limited to, the Borough Attorney, to prepare and record a discharge/cancellation of the aforesaid Mortgage in accordance with the terms contained therein.

**BE IT FURTHER RESOLVED**, by the governing body of the Borough of Highlands that the Mayor, Borough Clerk and/or Borough Administrator are hereby authorized to execute the discharge/cancellation of the aforesaid Mortgage, in accordance with the terms contained therein.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 16-20

### ORDINANCE AUTHORIZING BOROUGH CLERK TO ACT AS ISSUING AUTHORITY AS TO BINGO AND RAFFLE LICENSES

**WHEREAS**, in accordance with the Bingo Licensing Law, N.J.S.A. 5:8-24 to 5:8-49.11 et. seq., and the Raffles Licensing Law, N.J.S.A. 5:8-50 to 5:8-77 et seq., the governing body is authorized to issue Bingo and/or Raffle Licenses for fund raising purposes to certain organizations serving a religious, civic, charitable, veteran, fraternal or similar purpose; and

**WHEREAS**, in accordance with N.J.A.C. 13:47-1.1 et seq., the governing body may delegate by Ordinance the authority to approve the granting of bingo and raffle licenses to the Borough Clerk; and

**WHEREAS**, the Borough has ascertained that such an authorization would allow the Borough Clerk to review and act upon such licenses on a more expeditious basis; and

**WHEREAS**, the Borough believes that it is in the best interests of the Borough of Highlands and the residents seeking a bingo and/or raffle license(s), that review and approvals be done in a more efficient manner; and

**WHEREAS**, N.J.S.A. 40A:9-133(e) which sets forth the statutory duties of a Municipal Clerk, provides that the Clerk serves as the administrative officer responsible for the acceptance of applications for licenses and permits and the issuance of such permits, except where a statute or ordinance has delegated that responsibility to some other municipal officer.

**NOW, THEREFORE, BE IT ORDAINED** by the governing body of the Borough of Highlands, that the governing body hereby delegates to, authorizes, and provides authority to the Borough Clerk to issue Bingo Licenses and Raffle Licenses to appropriate organizations as specified in the Bingo Licensing Law and the Raffle Licensing Law, in appropriate applications in the determination of the Borough Clerk. Such License issuance will thereafter be reported to the Borough governing body.

**BE IT FURTHER ORDAINED**, that the Borough Clerk shall apply the standards set forth in the Bingo Licensing Law, N.J.S.A. 5:8-24 to 5:8-49.11 et seq. and the Raffle Licensing Law, N.J.S.A. 5:8-50 to 5:8-77 et seq., as applicable, when reviewing the license applications.

**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.



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

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

HIGHLANDS.NJ.US



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 16-21

**CAPITAL ORDINANCE PROVIDING FOR VARIOUS GENERAL CAPITAL IMPROVEMENTS, BY AND IN THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$400,000 THEREFOR FROM THE CAPITAL IMPROVEMENT FUND 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 general capital improvements throughout the Borough; and,

**WHEREAS**, the cost of said improvements or purposes is estimated to be \$400,000; and,

**WHEREAS**, the Borough desires to authorize the appropriation and expenditure of \$400,000 from the Capital Improvement Fund of the Borough, to undertake various general capital improvements including, but not limited to, acquisition and installation, as applicable, of various equipment, building improvements, roadway improvements, park improvements or any other improvement to any Borough facility, Borough property or causing a public benefit to the Borough and at various locations throughout the Borough.

**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 improvement or purpose described below is hereby authorized as a general capital improvement to be undertaken by the Borough. For the said improvement or purpose, there is hereby appropriated the amount of \$400,000 from the Capital Improvement Fund of the Borough, to undertake various general capital improvements including, but not limited to, acquisition and installation, as applicable, of various equipment, building improvements, roadway improvements, park improvements or any other improvement to any Borough facility, Borough property or causing a public benefit to the Borough and at various locations throughout the Borough.. Such improvements shall include, as applicable, surveying, engineering and design work, 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.

**SECTION 2.** The expenditure of the \$400,000 consisting of the appropriation of \$400,000 from the Capital Improvement Fund of the Borough, for the improvement or purpose set forth in Section 1 hereof is hereby authorized and approved. The Mayor, the Clerk, the Chief Financial Officer and any other official/officer of the Borough

are each hereby authorized and directed to execute, deliver and perform any agreement to undertake the improvement or purpose set forth herein and to effectuate the transaction contemplated hereby.

**SECTION 3.** 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 4.** This ordinance shall take effect immediately after final adoption and approval by the Mayor as described i



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 16-14

### AN ORDINANCE ESTABLISHING THE STANDARDS AND REQUIREMENTS FOR THE USE OF SMALL WIND ENERGY SYSTEMS

WHEREAS, it is the purpose of this ordinance to promote the safe, effective and efficient use of small wind energy systems to reduce the on-site consumption of utility-supplied electricity; and

WHEREAS, the Borough of Highlands finds that:

- 1) Wind energy is an abundant, renewable, and nonpolluting energy resource;
- 2) Converting wind to electricity will reduce our dependence on nonrenewable energy resources, and decrease the air and water pollution that results from the use of conventional energy sources;
- 3) Distributed small wind energy systems will also enhance the reliability and power quality of the power grid, reduce peak power demands, and help diversify the State's energy supply portfolio; and
- 4) Small wind energy systems make the electricity supply market more competitive by promoting customer choice; and

WHEREAS, New Jersey's Renewable Portfolio Standards (RPS) require each supplier/provider, as defined at N.J.A.C. 14:8-1.2, that sells electricity to retail customers in New Jersey to provide a percentage of their retail electricity sales from renewable energy sources, beginning at 3.5 percent in 2004 and increasing to 22.5 percent by 2021; and

WHEREAS, existing local zoning regulations do not address wind power, which while not intended to discourage the installation of small wind turbines, can substantially increase the time and costs required to obtain necessary local land-use permits; and

WHEREAS, the Governing Body of Borough of Highlands find that it is necessary to standardize and streamline the requirements for small wind energy systems so that this clean, renewable energy resource can be utilized in a cost-effective and timely manner in our municipality.

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

00.01 Title.

This ordinance may be referred to as the Small Wind Energy System Ordinance.

00.02 Authority.

This ordinance is adopted pursuant to Borough of Highlands authority.

00.03 Purpose. The purpose of this ordinance is to:

- (1) Facilitate the permitting of small wind energy systems.
- (2) Preserve and protect public health and safety without significantly increasing the cost or decreasing the efficiency of a small wind energy system.

00.04 Definitions. In this ordinance:

- (1) "Administrator" means the Borough of Highlands Land Use Administrator or Planning and Zoning Administrator or Zoning Officer and/or Code Enforcement Officer or their duly authorized designee as applicable.
- (2) "Board" means the Borough of Highlands or other Authority Having Jurisdiction.
- (3) "Meteorological tower" or "met tower" means a structure designed to support the gathering of wind energy resource data, and includes the tower, base plate, anchors, guy cables and hardware, anemometers (wind speed indicators), wind direction vanes, booms to hold equipment anemometers and vanes, data logger, instrument wiring, and any telemetry devices that are used to monitor or transmit wind speed and wind flow characteristics over a period of time for either instantaneous wind information or to characterize the wind resource at a given location.
- (4) "Owner" shall mean the individual or entity that intends to own and operate the small wind energy system in accordance with this ordinance.
- (5) "Rotor diameter" means the cross sectional dimension of the circle swept by the rotating blades of a wind-powered energy generator.
- (6) "Small wind energy system" means a wind energy system, as defined in this section, that (a) is used to generate electricity; (b) has a nameplate capacity of 100 kilowatts or less; and (c) is as high as necessary to capture the wind energy resource at heights to be determined based on specific studies for the intended use.
- (7) "Total height" means, in relation to a wind energy system, the vertical distance from the ground to the tip of a wind generator blade when the tip is at its highest point.
- (8) "Tower" means a monopole, freestanding, or guyed structure that supports a wind generator.
- (9) "Wind energy system" means a wind generator and all associated equipment, including any base, blade, foundation, nacelle, rotor, tower, transformer, vane, wire, inverter, batteries or other component necessary to fully utilize the wind generator.
- (10) "Wind generator" means equipment that converts energy from the wind into electricity. This term includes the rotor, blades and associated mechanical and electrical conversion components necessary to generate, store and/or transfer energy.

00.05 Standards.

A small wind energy system shall be a permitted use in all zones subject to the following requirements:

- (1) Setbacks. A wind tower for a small wind energy system shall be set back a distance equal to the town's building set back requirements. No portion of the wind generator shall extend beyond the setback line, nor into the following:
  - (a) any public road right of way, unless written permission is granted by the government entity with jurisdiction over the road right of way;
  - (b) any overhead utility lines, unless written permission is granted by the utility that owns and/or controls the lines.
- (2) Access.
  - (a) All ground-mounted electrical and control equipment shall be labeled and secured

to  
prevent unauthorized access.

(b) The tower shall be designed and installed so as not to provide step bolts, a ladder, or other publicly accessible means of climbing the tower, for a minimum height of eight feet above the ground.

(3) Lighting. A small wind energy system shall not be artificially lighted unless such lighting is required by the Federal Aviation Administration.

(4) Appearance, Color, and Finish. The wind generator and the tower shall remain painted or finished in the color or finish that was originally applied by the manufacturer, unless a different color of finish is approved in the zoning approval.

(5) Signs. There shall be no signs that are visible from any public road posted on a small wind generator system or any associated building, except for the manufacturer's or installer's identification, appropriate warning signs, or owner identification.

(6) Utility notification and interconnection. Small wind energy systems that connect to the electric utility shall comply with the New Jersey's Net Metering and Interconnection Standards for Class I Renewable Energy Systems at N.J.A.C. 14:4-9

(7) Met towers. A met tower shall be permitted under the same standards, permit requirements, restoration requirements and permit procedures as a small wind energy system.

#### 00.06 Permit Requirements.

(1) Permit. A zoning permit shall be required for the installation of a small wind energy system.

(2) Documents: The zoning permit application shall be accompanied by a plot plan which includes the following:

(a) Property lines and physical dimensions of the property;

(b) Location, dimensions, and types of existing major structures on the property;

(c) Location of the proposed small wind energy system tower;

(d) The right-of-way of any public road that is contiguous with the property;

(e) Any overhead utility lines;

(f) Small wind energy system specifications, including manufacturer and model, rotor diameter, tower height, tower type (freestanding or guyed);

(3) Fees. The application for a zoning permit for a small wind energy system must be accompanied by the fee required.

(4) Expiration. A permit issued pursuant to this ordinance shall expire if:

(a) The small wind energy system is not installed and functioning within 24-months from

the date the permit is issued; or

(b) The small wind energy system is out of service or otherwise unused for a continuous 18-month period.

#### 00.07 Abandonment.

(1) A small wind energy system that is out-of-service for a continuous 18 -month period will be deemed to have been abandoned.

(2) The Administrator may issue a Notice of Abandonment to the owner of a small wind

energy system that is deemed to have been abandoned. The notice shall be sent return receipt requested.

(3) The Owner shall have the right to respond to the Notice of Abandonment within 30 days from Notice receipt date.

(4) If the owner provides information that demonstrates the small wind energy system has not been abandoned, the Administrator shall withdraw the Notice of Abandonment and notify the owner that the Notice has been withdrawn.

(5) If the Administrator determines that the small wind energy system has been abandoned, the Owner of the small wind energy system shall remove the wind generator from the tower at the Owner's sole expense within 6 months after the Owner receives the Notice of Abandonment.

(6) If the owner fails to remove the wind generator from the tower in the time allowed under (5) above, the Administrator may pursue legal action to have the wind generator removed at the Owner's expense.

#### 00.08 Zoning Permit Procedure.

(1) An Owner shall submit an application to the Administrator for a zoning permit for a small wind energy system.

(2) The Administrator shall issue a permit or deny the application within one month as consistent with Municipal Land Use Law of the date on which the application is received.

(3) If the application is approved, the Administrator will return one signed copy of the application with the zoning permit and retain the other copy with the application.

(4) If the application is rejected, the Administrator will notify the applicant in writing and provide a written statement of the reason why the application was rejected. The applicant may appeal the Administrator's decision pursuant to the appropriate appeals authority. The applicant may reapply if the deficiencies specified by the Administrator are resolved.

00.09 Violations. (1) It is unlawful for any person to construct, install, or operate a small wind energy system that is not in compliance with this ordinance.

(2) Small wind energy systems installed prior to the adoption of this ordinance are exempt from the requirements of this ordinance, except for the provisions at 00.07 regarding abandonment.

#### 00.10 Administration and Enforcement.

(1) This ordinance shall be administered by the Administrator or other official as designated.

(2) The Administrator may enter any property for which a permit has been issued under this ordinance to conduct an inspection to determine whether the conditions stated in the permit have been met.

(3) The Administrator may issue orders to abate any violation of this ordinance.

(4) The Administrator may issue a citation for any violation of this ordinance.

(5) The Administrator may refer any violation of this ordinance to legal counsel for enforcement.

00.11 Penalties. (1) Any person who fails to comply with any provision of this ordinance shall be subject to enforcement and penalties as set forth in Article XXI, Chapter 99 (21-99) of the Zoning and Land Use Regulations of the Borough of Highlands. (2) Nothing in this section shall be construed to prevent the Borough of Highlands Board from using any other lawful means to enforce this ordinance.

#### 00.12 Severability.

The provisions of this ordinance are severable, and the invalidity of any section, subdivision, paragraph, or other part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

00.13 Repealer.

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

00.14 Effective Date.

This Ordinance shall take effect after final passage as provided by law.





BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 16-18

AN ORDINANCE AMENDING CHAPTER II, SECTION 43 (2-43), **“OPEN SPACE COMMITTEE”** OF THE CODE OF THE BOROUGH OF HIGHLANDS RELATED TO THE POWERS AND DUTIES OF THE OPEN SPACE COMMITTEE

WHEREAS, the Borough has established an Open Space Trust Fund as more specifically set forth in Chapter II, Section 42 (2-42) of the Borough Code; and

WHEREAS, the Borough has established an Open Space Committee, as more specifically set forth in Chapter II, Section 43 (2-43) of the Borough Code; and

WHEREAS, the Borough has made a determination to utilize open space trust funds to acquire, preserve and improve lands for open space, conservation, recreation and parklands by the Borough of Highlands; and

WHEREAS, the Borough has analyzed and evaluated the Borough Code and has recommended a change with respect to the scope of duties of the Open Space Committee as set forth in Chapter II, Section 43 (2-43); and

WHEREAS, the governing body finds that this recommendation is in the best interests of the residents of the Borough of Highlands and should be adopted for the general welfare of the Borough.

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

The following section of Chapter II, Section 43.4, **entitled “Powers and Duties”** of the Open Space Committee, of the Code of the Borough of Highlands, shall be amended and supplemented as follows: (underscores represent additions):

### SECTION I.

#### 2-43 OPEN SPACE COMMITTEE.

##### 2-43.1 Establishment.

There is hereby established an open space committee, which shall consist of seven members, whose terms and powers are hereinafter set forth.

##### 2-43.2 Membership.

The open space committee shall be comprised of the following persons:

- a. One member of the Borough Council of the Borough of Highlands appointed by the mayor and borough council.
- b. Six citizens of the borough appointed by the mayor and borough council.

#### 2-43.3 Terms.

- a. The member of the borough council appointed to the open space committee shall have a term of one year.
- b. The terms of the citizen members shall be for three years. However, when the committee is first constituted, two committee members shall be appointed to and serve a one-year term initially, two committee members shall be appointed to and serve a two-year term initially and two committee members shall be appointed to and serve a full three-year term. This will provide for two committee members being appointed each year to a full three-year term after the initial creation of the committee.

#### 2-43.4 Powers and Duties.

- a. The open space committee shall initially prepare a report recommending which parcels of land should be acquired in fee and/or those parcels of land from which the Borough should acquire development rights only.
- b. The open space committee shall submit to the Borough Council a prioritized list of properties which it recommends that the Borough acquire and/or properties from which it recommends that development rights should be acquired.
- c. The borough council is to determine the properties or development rights to be acquired by gift, purchase or by eminent domain proceedings, pursuant to N.J.S.A. 20:3-1 et seq., within the financial constraints it establishes for such acquisition.
- d. The open space committee shall also advise the borough council as to the parcels of land for which it recommends the Borough use funds from the Open Space Trust Fund, in order to preserve and improve lands for open space, conservation, recreation and parklands by the Borough of Highlands.
- e. The borough council will review the recommendations of the open space committee, as to the specific parcels of lands for which it recommends the Borough use funds from the Open Space Trust Fund, for the preservation and improvement of lands for open space, conservation, recreation and parklands. The borough council will then make a determination as to whether to utilize funds from the Open Space Trust Fund, in order to preserve and improve the specific parcels of land, recommended by the open

space committee, for open space, conservation, recreation and parklands by the Borough of Highlands.

#### 2-43.5 Public Meetings.

The open space committee shall hold public meetings, which public meetings shall be held in accordance with the Open Public Meetings Act and the borough council shall give appropriate notification of said meetings.

#### 2-43.6 Officers.

The open space committee shall select from among its members a chairman, and a vice-chairman to serve as the presiding officer in the absence of the chairman. The committee shall also appoint a secretary whose function shall be to maintain minutes of the committee's meeting and records of the proceedings of the committee.

#### 2-43.7 Initial Organization Meeting.

The open space committee shall hold its initial organization meeting shortly after this section takes effect.

#### 2-43.8 Sale of Property.

No property acquired with the funds from the reserve for open space acquisition shall be leased or sold, until the sale or lease of the same has been authorized by the borough council in the manner prescribed by law.

#### 2-43.9 Reviews and Reports.

In the event that no property is acquired under this chapter for a period of five consecutive years, then the borough council shall review the activities of the open space committee and issue a report with recommendations and conclusions concerning the reserve for open space acquisition.

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.

Acting Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD		X	X			
D'ARRIGO	X		X			
WELLS			X			
NOLAN						X
ON CONSENT AGENDA ___ YES ___ NO X						

**Public Hearing/Possible Adoption – September 21, 2016**

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 September 07, 2016. WITNESS my hand this 8th day of September 2016.



Dwayne M. Harris, RMC  
Acting Municipal Clerk



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## ORDINANCE 16-19

### AN ORDINANCE OF THE BOROUGH OF HIGHLANDS, MONMOUTH COUNTY, STATE OF NEW JERSEY, TO MANDATE DIRECT DEPOSIT FOR MUNICIPAL EMPLOYEES PURSUANT TO N.J.S.A. 52:14-15f ET SEQ.

**WHEREAS**, P.L. 2013 c. 28, authorizes local governments to mandate direct deposit for certain governmental employees effective after July 1, 2014; and

**WHEREAS**, P.L. 2013 c. 28, permits governing bodies to grant exemptions on such terms and conditions as they deem necessary.


**NOW, THEREFORE, BE IT ORDAINED** by the Borough of Highlands, located in Monmouth County, State of New Jersey as follows:

- Section 1.** All employees and elected public officials who receive compensation from the Borough of Highlands are mandated to have direct deposit of their compensation as of November 1, 2016 in accordance with Chapter 28 P.L. 2013, as defined under N.J.S.A. 52:14-15f(b).
- Section 2.** Seasonal and temporary employees who are employed by the Borough of Highlands are exempt from the direct deposit mandate.
- Section 3.** Borough employees may request, in writing, an exemption from the direct deposit mandate to the Borough Administrator of the Borough of Highlands. Such requests will be presented to the governing body within thirty (30) days or at the next regularly scheduled meeting of the Mayor and Council of the Borough of Highlands, after the request is received by the Borough Administrator. The governing body may grant such an exemption by Resolution and only for good cause.
- Section 4.** If any Section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the Section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.
- Section 5.** All ordinances or parts of ordinances inconsistent with or in conflict with the Ordinance are hereby repealed to the extent of such inconsistency.
- Section 6.** This Ordinance shall take effect after final passage, adoption and publication according to law.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD	X		X			
D'ARRIGO		X	X			
WELLS			X			
NOLAN						X
ON CONSENT AGENDA ___ YES ___ NO X						

Public Hearing/Possible Adoption – September 21, 2016

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 September 07, 2016. WITNESS my hand this 8th day of September 2016.

  
Dwayne M. Harris, RMC  
Acting Municipal Clerk