



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

RESOLUTION 20-180

RESOLUTION ACCEPTING RESIGNATION OF MATTHEW CONLON

WHEREAS, by way of Resolution R-19-233, duly adopted on September 4, 2019, Matthew Conlon was appointed as the Municipal Clerk, Deputy Land Use Board Secretary and Deputy Registrar for the Borough of Highlands; and

WHEREAS, Matthew Conlon has submitted a letter of resignation from the above positions effective August 18, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the Borough hereby accepts the resignation of Matthew Conlon from the above positions, effective August 18, 2020.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN			X			
VALKOS		X	X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020

Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

RESOLUTION 20-181

A RESOLUTION APPOINTING MICHELLE HUTCHINSON TO SERVE IN THE POSITION OF ACTING MUNICIPAL CLERK

WHEREAS, the position of Municipal Clerk shall become vacant on August 18, 2020, due to the resignation of Matthew Conlon; and

WHEREAS, N.J.S.A. 40A:9-133 provides that “Within 90 days of the occurrence of a vacancy in the office of municipal clerk by reason of the departure of a registered municipal clerk, the governing body may appoint a person who does not hold a registered municipal clerk certificate to serve as acting municipal clerk for a period not to exceed one year and commencing on the date of the vacancy.”; and

WHEREAS, the Borough wishes to appoint Michelle Hutchinson to serve as the Acting Municipal Clerk for 60 days.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that Michelle Hutchinson is hereby appointed to serve as Acting Municipal Clerk, for a 60-day term effective August 18, 2020.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL		X	X			
MAZZOLA			X			
RYAN			X			
VALKOS			X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020

Michelle Hutchinson, Acting Municipal Clerk



**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

Resolution 20-182

A Resolution Authorizing the Payment of Bills

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated August 19, 2020, which totals as follows:

Current Fund	\$ 1,453,832.44
Sewer Account	\$ 87,146.62
Capital Fund	\$ 181,550.57
Trust-Other	\$ 5,570.83
Federal/State Grants	\$ -
Total	\$ 1,728,280.46

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling \$1,728,280.46 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 posted on the borough website at www.highlandsborough.org and on file in the Municipal Clerk's office for reference.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN	X		X			
VALKOS		X	X			
BROULLON			X			

Vote to Approve the Bill Pay List
Date of Vote: August 19, 2020

Michelle Hutchinson, Acting Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-183

A RESOLUTION MAKING A DETERMINATION REGARDING THE APPLICATION FOR A MERCANTILE LICENSE FOR THE YEAR 2020 FOR CAPTAIN'S COVE MARINA, LLC

WHEREAS, Captain's Cove Marina, LLC submitted a Mercantile License Application for the year 2020 wherein the applicant identified the type of business as a marina with a description consisting boat and slip rentals; and

WHEREAS, by way of correspondence dated July 17, 2020, the Borough Administrator denied the aforesaid application; and

WHEREAS, in accordance with the aforesaid denial of the Mercantile License Application, the applicant was advised that based on the condition of the property at issue that the application had failed to comply with Borough Code, Chapter 4-9.5(c); and

WHEREAS, in accordance with Borough Code, Section 4-9.4(b), the applicant appealed the notice of disapproval to the Borough Council; and

WHEREAS, in accordance with the said appeal, a remote hearing was conducted before the governing body, via Zoom, on August 3, 2020 wherein testimony was taken and exhibits were marked; and

WHEREAS, after due consideration of the applicant's appeal of the denial of a Mercantile License Application for the year 2020, the governing body has determined that it is in the best interests of the Borough to grant a temporary conditional Mercantile License for a period of thirty (30) days in order to allow the applicant and the Borough to have their respective engineers meet and confer and to memorialize the form of an Agreement regarding among other things, the completion of the repairs to the bulkhead and the posting of a performance bond.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Highlands that the Mercantile License for Captain's Cove Marina, LLC for the year 2020 is hereby granted as a temporary conditional Mercantile License for a period of thirty (30) days based on the conditions outlined above as well as compliance with the Fire Marshal's requirements, for slip rentals and boat rentals which are consistent with the boat rentals that have occurred at the site previously, after which time without further action by the governing body, the Mercantile License shall expire.

BE IT FURTHER RESOLVED, that a Certified Copy of this Resolution shall be filed in the Municipal Clerk's Office and a copy transmitted to the Applicant, the Code Enforcement Officer for the Borough of Highlands, as well as any other necessary parties.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA		X	X			
RYAN			X			
VALKOS			X			
BROULLON	X		X			

R 20 183

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020



Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

RESOLUTION 20-184

A RESOLUTION APPROVING A MEMBERSHIP APPLICATION FOR THE HIGHLANDS FIRE DEPARTMENT

WHEREAS, Derek Alan Stahl of Highlands, has submitted a Membership Application to the Highlands Fire Department; and

WHEREAS, Brian Burton, Chief of the Fire Department has approved the Membership Application; and

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the Fire Department Membership Application of Derek Alan Stahl is hereby approved.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL	X		X			
MAZZOLA					X	
RYAN			X			
VALKOS		X	X			
BROULLON			X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020

Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

R 20-185

**A RESOLUTION APPROVING RENEWAL OF LIQUOR
LICENSES FOR THE 2020-2021 TERM**

WHEREAS, the New Jersey Division of Alcoholic Beverage Control (ABC) has extended the due date for renewal of Liquor Licenses to September 30, 2020 due to COVID 19; and,

WHEREAS, renewal applications have been filed or submitted through 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

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 2020-2021 term ending on September 30th 2020, is hereby authorized:

License Number	Licensee	Establishment
1317-33-011	Monir Inc. dba Bay Spirits	Bay Spirits
1317-31-027	American Legion Twinlight Post 143	American Legion Twinlight Post 143
1317-33-005	Sandy Hook Holdings, LLC dba One Willow	One Willow
1317-33-028	VFW Post 6902	VFW Post 6902
1317-33-012	Smoke N Mirrors LLC dba Proving Ground	Proving Ground
1317-33-006	John J. Tomani	Pocket License
1317-33-19	Atlantic Street Innkeepers dba The Seafarer	Seafarer
1317-33-001	Bahr's Restaurant Inc.	Bahr's Landing/Moby's

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN			X			
VALKOS		X	X			
BROULLON	X		X			

R 20 185

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020



Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands



**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

RESOLUTION 20-186

**A RESOLUTION APPROVING AN APPLICATION FOR A PERSON TO PERSON &
PLACE TO PLACE TRANSFER OF LIQUOR LICENSE 1317-33-010**

WHEREAS, an application has been filed for a Person to Person transfer of Plenary Retail Consumption License 1317-33-010, from JWalkerBlack, LLC to 181 Hospitality, LLC for a pocketed license without a premise; and,

WHEREAS, the submitted application form is complete in all respects, as outlined in N.J.S.A.33: 1-1 et seq., an Affidavit of Publication has been received by the Municipal Clerk and the transfer fees have been paid; and,

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the Highlands Police Department has investigated the applicant and the source of all funds to be utilized in connection with the purchase and operation of the business, and the results meet ABC standards; and,

WHEREAS, a Tax Clearance Certificate has been received from the Division of Taxation; and,

WHEREAS, the applicant is qualified to be licensed per Title 33 of the New Jersey Statutes and all rules and regulations promulgated there under, in addition to pertinent Borough Ordinances, and

WHEREAS, an application has also been filed for a place-to-place transfer of Plenary Retail Consumption License 1317-33-010 heretofore issued to JWalkerBlack, LLC as a pocket license and application is made to attach this license for 181 Hospitality LLC to the premises at 181 Bay Avenue, Highlands, NJ 07732; and

WHEREAS, the location meets ABC and Municipal requirements; and,

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Highlands, New Jersey does hereby approve, effective August 25, 2020, the person-to-person transfer of the aforesaid Plenary Retail Consumption License to 181 Hospitality, LLC and the place-to-place transfer of the aforesaid Plenary Retail Consumption License from its former location as a pocketed license without a premises to 181 Bay Avenue, Highlands, New Jersey

07732, and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: "This license, subject to all its terms and conditions, is hereby transferred to 181 Hospitality, LLC at the premises located at 181 Bay Avenue, Highlands, New Jersey, 07732, effective August 25, 2020"

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN			X			
VALKOS		X	X			
BROULLON	X		X			

R20 186

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020



Michelle Hutchinson, Acting Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-187

A RESOLUTION OPPOSING THE EXCLUSIVE USE OF MAIL-IN BALLOTS FOR THE GENERAL ELECTION IN NOVEMBER, 2020

WHEREAS, the State of New Jersey will be holding a General Election in November, 2020; and

WHEREAS, well before the COVID-19 pandemic, New Jersey law permitted voting by mail for any reason at all, allowing any voter even remotely concerned about any contagious disease the option to request a mail-in ballot thus enhancing voter choice; and

WHEREAS, some voters have expressed an opinion of wishing to “wait” until Election Day to cast their ballot electronically of the candidate of their choice to fully assess the latest information available; and

WHEREAS, the Council of the Borough of Highlands feels that voters should be able to choose how they vote in a given election cycle; and

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Highlands oppose the exclusive use of vote by mail ballots in the General Election in November, 2020 and in all future elections unless the majority of voters agree to such a measure in a voter referendum; and

BE IT FURTHER RESOLVED that the Council of the Borough of Highlands urges the Secretary of State and County Clerks to utilize in person voting in conjunction with vote by mail balloting in the November, 2020 General Election and in all future elections unless the majority of voters agree to such a measure in a voter referendum.


BE IT FURTHER RESOLVED that the Clerk forward a certified true copy of this Resolution to the New Jersey Secretary of State; the Governor of the State of New Jersey; the President of the New Jersey State Senate; the Speaker of the General Assembly; the Monmouth County Legislative Delegation; the New Jersey Association of Counties and all other Boards of Chosen Freeholders.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL		X	X			
MAZZOLA			X			
RYAN	X		X			
VALKOS			X			
BROULLON			X			

R 20 187

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020



Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-188

A RESOLUTION APPOINTING DEPUTIES TO THE OFFICE OF EMERGENCY MANAGEMENT COORDINATOR

Appointment with the approval of the Mayor

WHEREAS, in light of the current State of Emergency and Public Health Emergency caused by Coronavirus (COVID-19), the Borough has determined that additional assistance is necessary within its Department of Emergency Management; and

WHEREAS, in accordance with N.J.S.A. App.A:9-40.3, each municipal disaster control director shall appoint a deputy municipal disaster control director with the approval of the Mayor; and

WHEREAS, in accordance with Directive No. 102 issued by the State Office of Emergency Management, each emergency management coordinator shall appoint one and may appoint more than one Deputy Emergency Management Coordinators with the approval of the Mayor.

NOW, THEREFORE, BE IT RESOLVED, that the Office of Emergency Management Coordinator hereby appoints David Parker to serve as a Deputy Office of Emergency Management Coordinator for the Borough of Highlands, County of Monmouth, State of New Jersey to fill the unexpired term of John McKay, effective immediately and expiring December 31, 2021.

BE IT FURTHER RESOLVED, that Office of Emergency Management Coordinator hereby appoints William Caizza to serve as an additional Deputy Office of Emergency Management Coordinator for the Borough of Highlands, County of Monmouth, State of New Jersey, effective immediately and expiring December 31, 2021.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN		X	X			
VALKOS			X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020


Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH
R-20-189

A Resolution Increasing the Contract Amount for Special Counsel

WHEREAS, by way of Resolution 20-144, the Borough retained Ellen M. Horn, Esq. of the law firm of Ruderman & Roth, LLC to serve as Special Counsel to perform a workplace investigation; and

WHEREAS, by way of Resolution 20-144, the aforesaid Special Counsel was awarded a non-fair and open contract to provide such professional legal services for an amount not to exceed \$5,000 at the hourly rate of \$175 per hour; and

WHEREAS, there exists a need to increase the contract amount for an amount not to exceed \$10,000.00; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

Account Number: 0-01-20-155-000-294

Amount: Not to Exceed \$10,000



Patrick DeBlasio, Chief Financial Officer

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Highlands that the Contract awarded to Ellen M. Horn, Esq. of Ruderman & Roth, LLC to provide professional legal services be and is hereby increased to an amount not to exceed \$10,000.00.

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby directed to publish notice of this award as required by law.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL		X	X			
MAZZOLA			X			
RYAN			X			
VALKOS			X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020



Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-190

RESOLUTION APPOINTING PERMANENT FULL-TIME CASHIER

WHEREAS, the Mayor and Council of the Borough of Highlands have determined that, due to a vacancy, there is a need for a Permanent Full-Time Cashier and they wish to appoint Nancy Tran to said position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands, that Nancy Tran be and is hereby appointed to the position of Cashier and is hereby appointed Permanent Full-Time Cashier effective immediately.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN		X	X			
VALKOS			X			
BROULLON	X		X			

R 20 192

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020

Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

R-20-191

**A RESOLUTION AUTHORIZING TOWNSHIP PARTICIPATION IN THE
MONMOUTH COUNTY MUNICIPAL OPEN SPACE GRANT PROGRAM FOR 2020
GRANT FUNDING FOR THE RENOVATION OF HUDDY PARK**

WHEREAS, the Monmouth County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County park, recreation, conservation and farmland preservation purposes, as well as for County recreation and conservation development and maintenance purposes; and

WHEREAS, the Governing Body of the Borough of Highlands desires to obtain County Open Space Trust Funds in the amount of \$250,000.00 to fund The Improvements to Huddy Park at Bay Avenue and Waterwich Avenue, Block 95, lot 1, and

WHEREAS, the total cost of the project including all matching funds is \$506,270.50; and

WHEREAS, the Borough of Highlands is the owner of and controls the project site.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE
BOROUGH OF HIGHLANDS THAT:**

1. Kim Gonzales, the Borough Administrator, or her successor is authorized to (a) make an application to the County of Monmouth for Open Space Trust Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Open Space Grants Program and (c) act as the municipal contact person and correspondent of the above named municipality; and
2. The Borough of Highlands is committed to this project and will provide the balance of funding necessary to complete the project as described in the grant application in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and
3. If the County of Monmouth determines that the application is complete and in conformance with the Monmouth County Municipal Open Space Program and the Policy and Procedures Manual for the Municipal Grants Program adopted thereto, the municipality is willing to use the approved Open Space Trust Funds in accordance with such policies and procedures, and applicable federal, state, and local government rules, regulations and statutes thereto; and

4. Kim Gonzales, Borough Administrator, or his/her successor is hereby authorized to sign and execute any required documents, agreements, and amendments thereto with the County of Monmouth for the approved Open Space Trust Funds; and
5. This resolution shall take effect immediately.

CERTIFICATION

I, Michelle Hutchinson, Acting Municipal Clerk, do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of the Borough of Highlands at a meeting held on the 19th day of August, 2020.

In Witness Whereof, I have hereunder set my hand and official seal of the municipality this 19th day of August, 2020.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA			X			
RYAN			X			
VALKOS		X	X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: August 19, 2020



Michelle Hutchinson, Acting Municipal Clerk