



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-194

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT FOR SNOW REMOVAL AND STREET LIGHTING REIMBURSEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND THE GRAVELLY POINT BEACH ASSOCIATION, INC.

WHEREAS, the Municipal Services Act, N.J.S.A. 40:67-23.2, et. seq. and amendments thereto, provides in pertinent part that a municipality, in lieu of providing certain municipal services to the private community, may opt to financially reimburse the qualified private communities for the cost of certain municipal services; and

WHEREAS, Gravelly Point Beach Association, Inc., is a qualified private community, as defined under the Act, and the Borough of Highlands is a municipality governed by the Act; and

WHEREAS, the Borough and the Gravelly Point Beach Association, Inc. have mutually agreed that the Association shall perform its own snow removal and pay the cost for street lighting, and that the Borough shall reimburse the Association for the cost of those services at a rate not to exceed the cost that would have been incurred by the Borough in providing those services directly; and

WHEREAS, N.J.S.A. 40:47-23.5 requires a written agreement to annually reimburse a qualified private community; and

WHEREAS, the Borough has prepared a written agreement, with an effective date of January 1, 2020, to reimburse the Gravelly Point Beach Association, Inc. for snow removal and the cost of street lighting, as set forth in the Agreement, and wishes to enter into a such an Agreement with the Gravelly Point Beach Association, Inc; and

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Highlands, that the appropriate Municipal officials, including the Mayor and Borough Administrator, be and are hereby authorized to execute an Agreement for Reimbursement for Municipal Services, as prepared and approved by the Borough Attorney and the Chief Financial Officer of the Borough.

BE IT FURTHER RESOLVED, that the Agreement for Reimbursement for Municipal Services shall become effective upon being fully executed, for the dates contained therein, with an effective date of January 1, 2020.

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

Date of Vote To Table: September 16, 2020

Michelle Hutchinson, Acting Municipal Clerk



**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

Resolution 20-202

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 September 16, 2020, which totals as follows:

Current Fund	\$ 132,437.91
Sewer Account	\$ 12,176.47
Capital Fund	\$ 85,204.33
Trust-Other	\$ 5,673.94
Federal/State Grants	\$
Total	\$ 235,492.65

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$235,492.65** 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	
BROULLON	X		X			

Vote to Segregate Bayview Condo Association
From the Bill Pay List
Date of Vote: September 16, 2020

Michelle Hutchinson, Acting Municipal Clerk

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

Vote to Approve the Bill Pay List Segregated
Date of Vote: September 16, 2020



Michelle Hutchinson, Acting Municipal Clerk

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

Vote to Approve the Reimbursement to Bay
View Condos
Date of Vote: September 16, 2020



Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

RESOLUTION 20-203

A Resolution Approving a First Aid Squad Application

WHEREAS, the following individuals have submitted Membership Applications to the Highlands First Aid Squad:

Carolyn O'Connell
 Lenny Abbot

WHEREAS, Jay Terwiliger, Captain of the First Aid Squad has approved the Membership Applications;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the First Aid Squad Membership Applications of the above listed individuals are hereby approved.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
MAZZOLA		X	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: September 16, 2020

Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

Resolution 20-204

A Resolution Authorizing Appointments For Employees of the Borough of Highlands

WHEREAS, the Borough has a need for a Records Technician and a School Crossing Guard;
 and

WHEREAS, Kim Gonzales, Borough Administrator has made the following recommendations
 for appointments to the Governing Body; and

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of
 Highlands, that the following appointments be and hereby are approved:

<u>Name</u>	<u>Position</u>
Martin Hawley Jr.	Records Technician
Christine Mista	School Crossing Guard

	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: September 16, 2020



 Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-205

RESOLUTION AUTHORIZING EXECUTION OF A REVISED MEMORANDUM OF AGREEMENT BETWEEN THE UNITED STATES COAST GUARD AND THE BOROUGH OF HIGHLANDS

WHEREAS, the Revised General Ordinances of the Borough of Highlands, Chapter 2-11, establishes the Fire Department of the Borough of Highlands; and

WHEREAS, in accordance 14 U.S.C. § 141, the United States Coast Guard and the Borough of Highlands entered into a Memorandum of Agreement dated November 12, 2018 in order to provide fire protection and emergency services to designated vessels, located at 20 Crispin Road; and

WHEREAS, the aforesaid Memorandum of Agreement was amended in 2019 to reflect updated points of contact for both parties; and

WHEREAS, the United States Coast Guard wishes to amend the Memorandum of Agreement to update the designated vessels subject to such fire protection and emergency services and to again update the points of contact for both parties; and

WHEREAS, the parties are in agreement that a revised Memorandum of Agreement be entered into reflecting the changes in the Points of Contact.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Highlands, that the Mayor be and is hereby authorized to execute a revised Memorandum of Agreement between the United States Coast Guard and the Borough of Highlands, which sets forth the terms and conditions under which the Borough of Highlands Fire Department will provide fire protection and emergency services to vessels designated by the United States Coast Guard, located at 20 Crispin Road, subject to the approval of the Borough Attorney.

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

R 20-205

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

DATE OF VOTE: September 16, 2020

Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-206

A RESOLUTION MAKING AN ADDITIONAL 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 of 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 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, by way of Resolution 20-183, duly adopted on August 19, 2020, the governing body granted a temporary conditional Mercantile License for Captain's Cove Marina, LLC., for a period of thirty (30) days based on conditions as outlined in the aforesaid Resolution, for slip rentals and boat rentals which are consistent with the boat rentals that have occurred at the site previously; and

WHEREAS, in light of the impending expiration of the temporary conditional Mercantile License, the governing body has given due consideration as to the application for the year 2020.

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 extended for an additional twenty-one (21) days to allow for the following to be accomplished:

1. Developer to remove or test soil placed within municipal right-of-way (Rodgers Ave). Testing to be performed by certified laboratory and testing parameters will be provided by CME. CME will review testing to determine suitability of use.
2. Developer to correct damaged sanitary main and lateral servicing site at Washington Ave, along with associated pavement repair.

3. Repairs A, B, C & D per current agreement remain to be completed. Developer to complete outstanding tasks associated with repair A and provide details with schedule to address repairs B-D.
4. Proposed schedule to be modified to place priority on repairing bulkhead rather than upland development. Detail to be added for bulkhead replacement along Rodgers Ave
5. Developer to submit request for Borough authorization to modify grading within Rodgers Avenue accompanied with proposed grading plan demonstrating no negative impacts to adjacent residential properties.
6. Dredge pile to be removed from subject site.
7. Developer to provide schedule to restore damaged curbing and pavement along Washington Avenue
8. Developer to furnish a comprehensive performance guarantee in amount agreeable to Borough
9. Developer to utilize the Borough Administrator as the primary point of contact for all correspondence.


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	X			
MAZZOLA			X			
RYAN				X		
VALKOS			X			
BROULLON	X		X			

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DATE OF VOTE: September 16, 2020



 Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

R 20-207

**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 license term be and is hereby authorized:

License Number	Licensee	Establishment
1317-32-021	Andy's Shore Bar Inc.	Andy's Shore Bar
1317-33-008	Seastreak LLC	Seastreak Ferry
1317-33-015	Chilangos Restaurant Inc	Chilangos
1317-33-022	M&D Inc.	Off The Hook
1317-32-009	Grala LLC	The Chubby Pickle
1317-32-018	DDS Enterprises LLC	Driftwood

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

R 20 207

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DATE OF VOTE: September 16, 2020

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-208

RESOLUTION AUTHORIZING THE POLICE DEPARTMENT TO PARTICIPATE IN A LAW ENFORCEMENT ASSISTED ADDICTION AND RECOVERY REFERRAL PROGRAM

WHEREAS, by P.L. 2016, c.58 (N.J.S.A. 30:6C-11 et seq.), the Legislature provided for the establishment of Law Enforcement Assisted Addiction and Recovery Referral Programs throughout the State; and

WHEREAS, said programs allow eligible individuals who voluntarily enter a law enforcement department seeking help with their addiction to participate in a law enforcement assisted addiction and recovery referral program whereby the department may, among other things, assist the individual with seeking possible sources of treatment and provide immunity from prosecution for the voluntary surrender of controlled dangerous substances; and

WHEREAS, said programs require approval of the governing body pursuant to N.J.S.A. 30:6C-13; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to authorize the establishment of a Law Enforcement Assisted Addiction and Recovery Referral Program within the Highlands Police Department.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Highlands that the Highlands Police Department is authorized to establish a Law Enforcement Assisted Addiction and Recovery Referral Program in accordance with N.J.S.A. 30:6C-11 et seq.

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

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DATE OF VOTE: September 16, 2020

Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands



**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

Resolution 20-209

A Resolution Authorizing the Refund of a Tax Overpayment

WHEREAS, the Tax Collector of the Borough of Highlands has reviewed the rolls and determined that certain monies are due and payable by the Borough of Highlands to certain residents and property owners within the Borough of Highlands, as a result of an overpayment of taxes, and **WHEREAS**, the Tax Collector recommends the immediate reimbursement of the excess funds currently collected by the Borough of Highlands to certain enumerated individuals,

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

<u>BLOCK</u>	<u>LOT</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>NAME</u>
100.2	11	2020	\$1,144.83	K. HAGMAN-LENCHNER

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

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DATE OF VOTE: September 16, 2020

Michelle Hutchinson, Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-210

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR DESIGN ENGINEERING SERVICES IN CONNECTION WITH THE 2018 NJDOT SAFE ROUTES TO SCHOOL GRANT

WHEREAS, by Resolution No. 20-132, dated May 20, 2020, awarded a contract to Greenman-Pedersen, Inc. ("GPI") for design engineering services in connection with the 2018 NJDOT Safe Routes to School Grant project; and

WHEREAS, Greenman-Pedersen, Inc. ("GPI") has provided to the Borough of Highlands a revised proposal dated September 4, 2020 in connection with the above referenced project; and

WHEREAS, the Borough of Highlands is a recipient of a 2018 NJDOT Safe Routes to School grant in an amount to be determined at a later date; and

WHEREAS, GPI will provide the services referenced in its revised proposal dated September 4, 2020 within the grant amount received from NJDOT; and

WHEREAS, such professional services can only be provided by licensed professionals and the firm of GPI, 100 Corporate Drive, Suite 301, Lebanon, NJ, is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to continue to retain GPI for the above services; and

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

WHEREAS, GPI has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.


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

1. GPI is hereby retained to provide design engineering services in connection with the 2018 Safe Routes to School grant, as described in its revised proposal dated September 4, 2020, within the amount of the grant awarded, once determined, to the Borough.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

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

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DATE OF VOTE: September 16, 2020



Michelle Hutchinson Acting Municipal Clerk
Borough of Highlands