

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

**REGULAR MEETING: 8:00PM - MEETING STATEMENT:**

**TO ATTEND THIS MEETING PLEASE FOLLOW THE LINK BELOW**

For instructions and a link to join this meeting from your mobile device or computer please copy and paste the following URL into your browser:

<https://zoom.us/j/95456842819?pwd=MTlJdZdabHU2R0Y5NXJvajlSVi9LQT09>

To call into the meeting dial: 1- 929- 436- 2866. Enter Meeting ID: 954 5684 2819  
Passcode: 2021

The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting at the Borough of Highlands Municipal Building and filing with the Borough Clerk all on January 1, 2021.

**EXECUTIVE SESSION 6:30PM**

BE IT RESOLVED that the following portion of this meeting shall not be open to the public,

BE FURTHER RESOLVED that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Act:

1. Pending or Anticipated Litigation: - Docket No. MON-L-446-21
2. Contract Negotiations: - Shared Service
3. Purchase, Lease or Sale of Real Estate: - None
4. Matters of Personnel: - None
5. Attorney/Client Privilege: - Redevelopment – Captains Cove Marina

BE IT FURTHER RESOLVED that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when the need for privacy no longer exists.

Mayor Broullon motioned to adjourn to Executive Session, seconded by Councilmember Mazzola. Motion was carried to move to executive session.

**REGULAR MEETING 8:00PM**

The Borough Clerk read the public meetings statement.

This is a meeting of the Borough Council February 17, 2021. The notice requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting at the Borough of Highlands Municipal Building and filing with the Borough Clerk all on January 1, 2021.

Please be advised that due to the current state of emergency and public health emergency declared by Governor Phil Murphy and pursuant to executive order in an effort to prevent further spread of COVID-19, the general public will be excluded from Borough Council meetings until further notice. The public will be able to participate in all Borough Council meetings by video conference. Members of the public will be able to give public comment during relevant portions of the meeting.

If you want to ask a question or make a statement to the Governing Body, please press the "raise hand" button then wait to be acknowledged by the Clerk before speaking. If you are calling in, please use \*9 to "raise hand". Please state your name and address for the record before making your statement. There is a three-minute time limit for your comments. The Clerk will inform you when you are near the end of your time and ask you to finish up. Thank you.

**PLEDGE OF ALLEGIANCE**

Mayor Broullon asked for a moment of silence for Ray Goddard, who passed away.

**ROLL CALL**

Councilmember Martin, Councilmember Mazzola, Councilmember Melnyk, Councilmember Olszewski, and Mayor Broullon were all Present.

Absent: None

Also in attendance were Borough Attorneys Brian Chabarek, Esq. and Andrew Ball, Esq., Borough Engineer Bennet Matlack, Acting Municipal Clerk Michelle Hutchinson

**Approval of Minutes**

None

**Highlands Borough Mayor & Council Meeting Minutes  
Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

**Resolutions:**

- 1. R-21-64 A Resolution Acknowledging Receipt and Review of The Land Use Board Consistency Report For Ordinance O-21-06**

**RESOLUTION 21-64  
A RESOLUTION ACKNOWLEDGING RECEIPT AND REVIEW OF THE LAND USE BOARD  
CONSISTENCY REPORT FOR ORDINANCE  
O-21-06**

**WHEREAS**, the Borough of Highlands introduced Ordinance O-21-06, Amending Chapter 21, Article XIV, Section 21-74 of the Borough Code, on January 1, 2021; and

**WHEREAS**, the Borough referred the aforesaid Ordinance to the Land Use Board pursuant to N.J.S.A. 40:55D-26(a); and

**WHEREAS**, the Land Use Board reported its findings by and through the issuance of a Report dated February 12, 2021 and found that the proposed development regulation, revision or amendment thereto is consistent with the Borough's Master Plan.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council acknowledges receipt of the Land Use Board's Report and has reviewed the said Report which finds the Ordinance to be consistent with the Borough's Master Plan.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution certified by the Borough Clerk to be a true copy be forwarded to the Land Use Board Secretary.

Motion to Approve R-21-64:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA				X		
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

- 2. R-21-65 A Resolution Acknowledging Receipt and Review of The Land Use Board Consistency Report For Ordinance O-21-09**

**RESOLUTION 21-65  
A RESOLUTION ACKNOWLEDGING RECEIPT AND REVIEW OF THE LAND USE BOARD  
CONSISTENCY REPORT FOR ORDINANCE  
O-21-09**

**WHEREAS**, the Borough of Highlands introduced Ordinance O-21-09, Amending Chapter 25 of the Borough Code with Regard to Stormwater Management and Control, on February 3, 2021; and

**WHEREAS**, the Borough referred the aforesaid Ordinance to the Land Use Board pursuant to N.J.S.A. 40:55D-26(a); and

**WHEREAS**, the Land Use Board reported its findings by and through the issuance of a Report dated February 12, 2021 and found that the proposed development regulation, revision or amendment thereto is consistent with the Borough's Master Plan.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council acknowledges receipt of the Land Use Board's Report and has reviewed the said Report which finds the Ordinance to be consistent with the Borough's Master Plan.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution certified by the Borough Clerk to be a true copy be forwarded to the Land Use Board Secretary.

**Highlands Borough Mayor & Council Meeting Minutes  
Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

Motion to Approve R-21-65:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

**PUBLIC HEARING AND FINAL ADOPTION OF ORDINANCES:**

**Acting Borough Clerk Michelle Hutchinson read the following ordinances by title:**

O-21-06 An Ordinance Amending Chapter 21, Article XIV, Section 21-74 Of The Borough Code

Mayor Broullon opened the meeting for council comments.

Councilmember Melnyk supports ordinance.

Councilmember Mazzola opposes ordinance.

Council President Olszewski supports ordinance.

Mayor Broullon opened the meeting for public comments.

Kim Skorka, Shore Drive-supports Ordinance.

Jeffrey King, 24 Elizabeth, Eatontown-Supports Ordinance.

Joseph Nardone, 196 Bay Ave-Questioned if there are any plans to limit dispensaries as well as if there have been any inquiries regarding any opening. Councilmember Melnyk and Mayor Broullon replied. Attorney Chabarek explained that there the Borough is still awaiting State Regulations.

It was moved by Mayor Broullon and seconded by Councilmember Martin to close public hearing and carried to adopt this ordinance on second and final hearing.

Roll Call Vote:

Ayes: Martin, Melnyk, Olszewski, Mayor Broullon

Nays: Mazzola,

Abstention: None

Absent:

Acting Borough Clerk Hutchinson stated motion carried to pass this ordinance on second and final reading.

O-21-09 An Ordinance Amending Chapter 25 Of Borough Code with Regard to Stormwater Management and Control

Attorney Chabarek explained that the Borough is still awaiting State Regulations.

Motion was moved by Mayor Broullon and seconded by Council President Olszewski to table this ordinance and to postpone this ordinance on second and final hearing to March 3<sup>rd</sup> 2021.

Roll Call Vote:

Ayes: Martin, Melnyk, Mazzola, Olszewski, Mayor Broullon

Nays: None

Abstention: None

Absent:

Acting Borough Clerk Hutchinson stated motion carried to table this ordinance to the March 3<sup>rd</sup> 2021 meeting.

O-21-10 An Ordinance Amending Chapter VII, "Traffic," of The Code of The Borough of Highlands Related to Areas of Stop Intersections

Mayor Broullon opened the meeting for council comments.

Hearing no comments from council.

Mayor Broullon opened the meeting for public comments.

Kim Skorka, Shore Drive-Questioned why a stop sign was being put in.

It was moved by Mayor Broullon and seconded by Councilmember Mazzola to close public hearing and carried to adopt this ordinance on second and final hearing.

Roll Call Vote:

Ayes: Martin, Melnyk, Mazzola, Olszewski, Mayor Broullon

Nays: None

Abstention: None

Absent:

Acting Borough Clerk Hutchinson stated motion carried to pass this ordinance on second and final reading.

**Highlands Borough Mayor & Council Meeting Minutes  
Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

**INTRODUCTION OF PROPOSED ORDINANCES:**

**Acting Borough Clerk Michelle Hutchinson read the following ordinance by title:**

O-21-12 Bond Ordinance Providing for The Construction of A New Municipal Building, Appropriating \$10,000,000 Therefor And Authorizing The Issuance Of \$9,500,000 Bonds And Notes To Finance A Portion Of The Costs Thereof, Authorized In And By The Borough Of Highlands, In The County Of Monmouth, New Jersey

Mayor asked that this be tabled and announced that a town hall meeting will be held.

It was moved by Mayor Broullon and seconded by Councilmember Melnyk to table introduction of this ordinance on first reading.

Roll Call Vote:

Ayes: Martin, Mazzola, Melnyk, Olszewski, Mayor Broullon

Nays: None

Abstention: None

Absent: None

Acting Borough Clerk Hutchinson stated motion carried to table introduction of this ordinance until after town hall meeting is held.

**RESOLUTIONS:**

**Resolution 21-51**

**AUTHORIZING PURCHASE OF FACILITY CLEANING SERVICES**

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12 and N.J.S.A. 52:34-6.2, the Borough may by resolution and without advertising for bids, purchase any goods or services using a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit; and

**WHEREAS**, the Borough of Highlands has the need for facility cleaning services; and

**WHEREAS**, the Borough of Highlands wishes to authorize a Contract with Cintas Corporation pursuant to Omnia Partners (formerly US Communities and National IAP), Contract No. R-BB-19002 for facility cleaning services; and

**WHEREAS**, Cintas Corporation is an authorized vendor under Contract No. R-BB-19002; and

**WHEREAS**, Cintas Corporation has submitted a proposal dated January 28, 2021, with unit pricing for facility cleaning services; and

**WHEREAS**, the Chief Financial Officer has determined that sufficient funds are available using budget #1-01-26-310-000-294 in an amount not to exceed \$13,097.24 annually.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Highlands authorizes the purchase of facility cleaning services through a three-year contract with Cintas Corporation in a form to be reviewed and approved by the Borough Attorney in the amount not to exceed \$13,097.24 annually.

Motion to Approve R-21-51:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

**Resolution 21-52**

**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 January 15, 2021, which totals as follows:

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

Current Fund	\$ 109,770.00
Sewer Account	\$ 52,479.03
Capital Fund	\$ 129,494.02
Trust-Other	\$ 2,975.00
Federal/State Grants	\$ 120.00
Total	\$ \$294,838.05

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling \$ 294,838.05 to 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](http://www.highlandsborough.org) and on file in the Municipal Clerk's office for reference.

Motion to Approve R-21-52:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN		X	X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

**Resolution 21-53**

**A RESOLUTION APPOINTING SEASONAL RECREATION EMPLOYEE FOR THE BOROUGH OF HIGHLANDS**

**WHEREAS**, the Borough has a need for a seasonal employee; and

**WHEREAS**, Michael Muscillo, 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:

Name	Position	Hourly
Cristina Degilio	Recreation Aide	\$13.00

Motion to Approve R-21-53:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

**Resolution 21-54**

**A RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2021 TEMPORARY BUDGET**

**WHEREAS**, The Revised Statutes of New Jersey N.J.S. 40A:4-20 provides for the adoption of emergency temporary appropriations in addition to temporary appropriations necessary for the period between the beginning of the current fiscal year and the date of the adoption of the Local Budget for the Year 2021.

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the following amendments to the temporary appropriations be made in the amounts and for the purposes herein set forth for the period between January 1<sup>st</sup>, 2021 and the adoption of the Local budget for the Borough of Highlands, County of Monmouth and State of New Jersey for the Year 2021.

Department	Salaries	Other Expenses	Total
<b>General Government:</b>			
Mayor and Borough Council	\$ 0.00	\$ 16,400.00	\$ 16,400.00
Borough Clerk	\$ 18,000.00	\$ 10,212.50	\$ 28,212.50
Borough Administrator	\$ 22,500.00	\$ 1,075.00	\$ 23,575.00
Central Services	\$ 5,000.00	\$ 9,275.00	\$ 14,275.00
Financial Administration	\$ 38,000.00	\$ 4,625.00	\$ 42,625.00
Grants Writer	\$ 0.00	\$ 5,000.00	\$ 5,000.00
Audit	\$ 0.00	\$ 11,250.00	\$ 11,250.00
Assessment of Taxes	\$ 8,750.00	\$ 11,625.00	\$ 20,375.00
Collection of Taxes	\$ 30,000.00	\$ 2,750.00	\$ 32,750.00
Legal Services	\$ 0.00	\$ 72,500.00	\$ 72,500.00
Municipal Prosecutor	\$ 0.00	\$ 4,750.00	\$ 4,750.00
Engineering Services	\$ 0.00	\$ 63,000.00	\$ 63,000.00
Public Buildings & Grounds	\$ 16,750.00	\$ 24,750.00	\$ 41,500.00
Municipal Land Use Law	\$ 2,500.00	\$ 14,637.50	\$ 17,137.50
Master Plan	\$ 0.00	\$ 2,500.00	\$ 2,500.00
Shade Tree Commission	\$ 0.00	\$ 250.00	\$ 250.00
Environmental Commission	\$ 0.00	\$ 125.00	\$ 125.00
<b>Insurance:</b>			
Group Insurance	\$ 0.00	\$ 322,500.00	\$ 322,500.00
Group Insurance Stipend	\$ 8,750.00	0.00	\$ 8,750.00
General Liability	\$ 0.00	\$ 25,000.00	\$ 25,000.00
Workers' Compensation	\$ 0.00	\$ 100,000.00	\$ 100,000.00
Flood Insurance	\$ 0.00	\$ 10,000.00	\$ 10,000.00
Unemployment	\$ 0.00	\$ 0.00	\$ 0.00
<b>Public Safety:</b>			
Fire	\$ 0.00	\$ 22,702.50	\$ 22,702.50
Police	\$ 463,250.00	\$ 42,296.25	\$ 505,546.25
Dispatch	\$ 0.00	\$ 0.00	\$ 0.00
First Aid	\$ 0.00	\$ 8,875.00	\$ 8,875.00
911 Telecommunications	\$ 0.00	\$ 3,500.00	\$ 3,500.00
Emergency Management	\$ 1,025.00	\$ 6,250.00	\$ 7,275.00
School Crossing Guards	\$ 7,500.00	\$ 1,000.00	\$ 8,500.00
Municipal Court	\$ 4,250.00	\$ 1,850.00	\$ 6,100.00
Public Defender	\$ 500.00	\$ 0.00	\$ 500.00
<b>Streets and Roads:</b>			
Road Repair & Maintenance	\$ 66,500.00	\$ 22,262.50	\$ 88,762.50
Snow Removal	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
<b>Health and Welfare:</b>			
Regional Health Commission	\$ 0.00	\$ 0.00	\$ 0.00
Dog Control	\$ 0.00	\$ 5,250.00	\$ 5,250.00
Substance Abuse Program	\$ 0.00	\$ 750.00	\$ 750.00
P.E.O.S.H.A.	\$ 0.00	\$ 1,000.00	\$ 1,000.00
<b>Recreation and Education:</b>			
Beachfront Maintenance	\$ 1,250.00	\$ 2,400.00	\$ 3,650.00
Parks & Playgrounds	\$ 0.00	\$ 2,500.00	\$ 2,500.00
Public Events-	\$ 0.00	\$ 4,000.00	\$ 4,000.00
Community Center	\$ 30,750.00	\$ 7,925.00	\$ 38,675.00
Uniform Fire Safety Act	\$ 10,625.00	\$ 1,527.50	\$ 12,152.50
Code Enforcement Officer	\$ 18,750.00	\$ 2,687.50	\$ 21,437.50
Code – Substandard Housing	\$ 0.00	\$ 6,250.00	\$ 6,250.00
Sanitation	\$ 3,750.00	\$ 11,175.00	\$ 14,925.00
Sanitation- Contractual Service	\$ 0.00	\$ 87,500.00	\$ 87,500.00
Monmouth Cty Reclamation Svc	\$ 0.00	\$ 51,250.00	\$ 51,250.00
Mechanical Garage	\$ 0.00	\$ 4,000.00	\$ 4,000.00
Condominium Services	\$ 0.00	\$ 6,625.00	\$ 6,625.00

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

Construction Code Official	\$ 625.00	\$ 3,625.00	\$ 4,250.00
Accumulated Leave	\$ 10,000.00	\$ 0.00	\$ 10,000.00
<b>Utilities:</b>			
Electricity	\$ 0.00	\$ 16,500.00	\$ 16,500.00
Street Lighting	\$ 0.00	\$ 14,250.00	\$ 14,250.00
Telephone	\$ 0.00	\$ 10,000.00	\$ 10,000.00
Water	\$ 0.00	\$ 4,375.00	\$ 4,375.00
Gasoline-Fuel	\$ 0.00	\$ 16,250.00	\$ 16,250.00
Natural Gas	\$ 0.00	\$ 3,750.00	\$ 3,750.00
Telecommunications	\$ 0.00	\$ 8,500.00	\$ 8,500.00
Fire Hydrants	\$ 0.00	\$ 17,500.00	\$ 17,500.00
<b>Deferred Charges:</b>			
PERS	\$ 0.00	\$ 76,963.00	\$ 76,963.00
Social Security System	\$ 0.00	\$ 36,250.00	\$ 36,250.00
PFRS	\$ 0.00	\$ 317,246.75	\$ 317,246.75
DCRP	\$ 0.00	\$ 1,000.00	\$ 1,000.00
Contingent	\$ 0.00	\$ 2,500.00	\$ 2,500.00
<b>TOTAL INSIDE "CAP"</b>	<b>\$ 779,025.00</b>	<b>\$ 1,554,511.00</b>	<b>\$ 2,333,536.00</b>
<b>"OUTSIDE CAPS"</b>			
Matching Funds for Grants		\$ 3,750.00	\$ 3,750.00
LOSAP	\$ 0.00	\$ 13,750.00	\$ 13,750.00
Recycling Tax	\$ 0.00	\$ 500.00	\$ 500.00
Stormwater Management	\$ 0.00	\$ 14,375.00	\$ 14,375.00
<b>Interlocal:</b>			
EMS/JFK Medical Services		\$ 60,000.00	\$ 60,000.00
Atlantic Highlands: Garage	\$ 0.00	\$ 20,000.00	\$ 20,000.00
Atlantic Highlands Mun. Court	\$ 0.00	\$ 20,500.00	\$ 20,500.00
Middletown Township:			
UCC Construction	\$ 0.00	\$ 52,500.00	\$ 52,500.00
Sea Bright Lifeguards	\$ 0.00	\$ 11,750.00	\$ 11,750.00
Monmouth County 911 Dispatch	\$ 0.00	\$ 25,000.00	\$ 25,000.00
<b>Grants:</b>			
Alliance Grant	\$ 0.00	\$ 1,997.50	\$ 1,997.50
<b>TOTAL OUTSIDE "CAP"</b>	<b>\$ 0.00</b>	<b>\$ 224,122.50</b>	<b>\$ 224,122.50</b>
<b>SUB TOTAL APPROPRIATIONS</b>	<b>\$ 779,025.00</b>	<b>\$ 1,778,633.50</b>	<b>\$ 2,557,658.50</b>
<b>Statutory Additions:</b>			
Capital Improvement Fund		\$ 0.00	\$ 0.00
<b>TOTAL</b>	<b>\$ 779,025.00</b>	<b>\$ 1,778,633.50</b>	<b>\$ 2,557,658.50</b>
<b>SEWER UTILITY:</b>			
	<b>Salaries</b>	<b>Other Expenses</b>	<b>Total</b>
Sewer Operating	\$ 26,750.00	\$ 258,000.00	\$ 284,750.00
Group Insurance		\$ 7,250.00	\$ 7,250.00
Workers Compensation		\$ 5,500.00	\$ 5,500.00
Insurance Other		\$ 5,000.00	\$ 5,000.00
PERS		\$ 1,578.13	\$ 1,578.13
Social Security System		\$ 2,000.00	\$ 2,000.00
<b>Sub Total</b>	<b>\$ 26,750.00</b>	<b>\$ 279,328.13</b>	<b>\$ 306,078.13</b>
<b>Statutory Additions:</b>			
Payment of Bond Principal		\$ 0.00	\$ 0.00
Interest on Bonds		\$ 0.00	\$ 0.00
Principal/Interest on Notes/Loans		\$ 0.00	\$ 0.00
<b>Total Statutory Additions</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

<b>Total Sewer Utility Budget</b>	<b>\$ 26,750.00</b>	<b>\$ 279,328.13</b>	<b>\$ 306,078.13</b>
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Motion to Approve R-21-54:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON	X		X			

**Resolution 21-55**

**A RESOLUTION APPOINTING MEMBER TO THE COMMUNICATIONS COMMITTEE**

**WHEREAS**, a vacancy exists on the Communications Committee.

**NOW THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands that the following appointment be and is hereby confirmed to the Communications Committee:

POSITION:	NAME:	TERM:	EXPIRATION:
Member	Jacqueline Kane	1 Year	12/31/2021

Motion to Approve R-21-55:

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Martin		X	X			
Mazzola	X		X			
Melnyk			X			
Olszewski			X			
Broullon			X			

**RESOLUTION 21-56**

**AUTHORIZING THE BOROUGH OF HIGHLANDS TO REGISTER FOR A MEMBERSHIP WITH KEYSTONE PURCHASING NETWORK**

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12 and N.J.S.A. 52:34-6.2, the Borough may purchase any goods or services using a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit; and

**WHEREAS**, Keystone Purchasing Network is a cooperative purchasing program which conducts steps of bidding and awarding contracts to vendors who are required to offer their best discounted prices and services to members of Keystone Purchasing Network; and

**WHEREAS**, the Borough of Highlands desires to become a member of Keystone Purchasing Network in order to take advantage of cooperative purchasing opportunities which will benefit the Borough.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Borough Clerk are hereby authorized to execute a Membership Agreement with Keystone Purchasing Network.

**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to Keystone Purchasing Network.



**Highlands Borough Mayor & Council Meeting Minutes  
Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

Motion to Approve R-21-56:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

**Resolution 21-57**

**A RESOLUTION APPROVING 2021 EVENTS ON VARIOUS BOROUGH PROPERTIES**

**WHEREAS**, the following events are planned on various properties that are owned by the Borough:

1. Sunday, March 6, 2021 – Guinness Run @ Off the Hook via (Highlands Avenue.) 2p.m.
2. Sunday, May 30, 2021 –20th Annual Seaport Craft Show, Huddy Park, 10a.m. - 5 p.m.
3. Friday-Sunday, August 6-8, 2021 –26th Annual Clamfest, Huddy Park (3 days).
4. Sunday, September 12, 2021 – 19th Annual Twin Lights Bike Ride, Huddy Park, 7a.m. tentative.
5. Saturday, October 2, 2021 – 20th Annual Oktoberfest, Veterans Park, 2-9p.m.  
(Sunday, October 3 Rain Date)
6. Saturdays, June 19 - Nov 20th, 27th Annual Farmer's Market 8:30a.m.-2p.m.; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Highlands that it hereby approves all of the above events listed above taking place on Borough property in the year 2021.

Motion to Approve R-21-57:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

**Resolution 21-58**

**A RESOLUTION AUTHORIZING REFUND OF STREET OPENING DEPOSIT**

**WHEREAS**, the Borough of Highlands has reviewed the following deposit account:

<u>Account #</u>	<u>Name</u>	<u>Block</u>	<u>Lot</u>	<u>Amount</u>
T-03-56-850-000-001	Thomas Murray	80	8	\$500.00

and

**WHEREAS**, no further review is needed for the above account and the applicant has requested that the remaining funds be refunded; and

**WHEREAS**, the Superintendent of the Department of Public Works has inspected the

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

opening and has deemed the work completed satisfactory.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the Chief Financial Officer is hereby authorized and directed to refund the above referenced applicants their remaining deposit funds.

Motion to Approve R-21-58:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

**Resolution 21-59**

**A RESOLUTION APPOINTING MEMBERS TO THE ECONOMIC DEVELOPMENT REVIEW BOARD**

**WHEREAS**, vacancies exist on the Economic Development Review Board.

**NOW THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands that the following appointment be and is hereby confirmed to the Economic Development Review Board:

POSITION:	NAME:	TERM:	EXPIRATION:
Business Member 1	Jay Cosgrove	1 Year	12/31/2021
Business Member 2		1 Year	12/31/2021
Non-Business Member 1	John F. Bentham	1 Year	12/31/2021
Non-Business Member 2	Valerie Montecalvo	1 Year	12/31/2021

Motion to Approve R-21-59:

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Martin		X	X			
Mazzola			X			
Melnyk			X			
Olszewski			X			
Broullon	X		X			

**Resolution 21-60**

**A Resolution Authorizing The County Of Monmouth Mosquito Control Division To Conduct Aerial Mosquito Control Operations Within The Borough Of Highlands**

**WHEREAS**, the Monmouth County Board of Chosen Freeholders, pursuant to N.J.S.A 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitoes within the county; and

**WHEREAS**, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the county of Monmouth; and

**WHEREAS**, prior to conducting aerial dispensing operations over a designated “congested area,” the County is required, pursuant to Federal Aviation Administration Regulation (FAR Par 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

**Highlands Borough Mayor & Council Meeting Minutes  
Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

**WHEREAS**, the Borough of Highlands is designated as a “congested area” by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

**NOW, THEREFORE**, be it resolved as follows:

- 1) The Governing Body hereby authorizes the County of Monmouth Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:
  - a. the County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies, and
  - b. such operations will be performed in compliance with applicable Federal and State regulations, and
  - c. the County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

Motion to Approve R-21-60:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON	X		X			

**Resolution 21-61**

**A RESOLUTION OF THE BOROUGH OF HIGHLANDS CONDITIONALLY DESIGNATING ALPINE RESIDENTIAL, LLC AS THE REDEVELOPER FOR THE PROPERTY KNOWN AS TAX BLOCK 105.107, LOT 1.1 LOCATED WITHIN THE SHADOW LAWN MOBILE HOME PARK REDEVELOPMENT AREA**

**WHEREAS**, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., as amended and supplemented (the “**Redevelopment Law**”), provides a process for municipalities to participate in the redevelopment and improvement of areas in need of redevelopment; and

**WHEREAS**, in March, 2018, the Council of the Borough of Highlands, a municipal corporation in the County of Monmouth and the State of New Jersey (the “**Borough**”), in accordance with the Redevelopment Law, duly adopted Resolution No. 18-069 designating Block 105.107, Lot 1.1 as an area in need of redevelopment (the “**Redevelopment Area**”); and

**WHEREAS**, on October 16, 2018, the Borough adopted the Shadow Lawn Mobile Home Park Redevelopment Plan for the Redevelopment Area, which was amended on November 14, 2018 (as amended, the “**Redevelopment Plan**”), which shall control the redevelopment of the Redevelopment Area; and

**WHEREAS**, Alpine Residential, LLC (the “**Company**”) is the contract purchaser of certain real property commonly referred to as the Shadow Lawn Mobile Home Park and identified as Block 105.107, Lot 1.1 on the tax map of the Borough (the “**Property**”) and constitutes the Redevelopment Area; and

**WHEREAS**, the Company proposes to build five (5) and six (6) stories of residential units over three (3) stories of garage parking, including approximately 400 units, with affordable units to be provided in an number equal to 15% of the total units, approximately 500 parking spaces and approximately 6,000 square feet of club room fitness, learning and lounge spaces (the “**Project**”); and

**WHEREAS**, the Borough and the Company intend to pursue certain pre-development activities, including negotiation of a redevelopment agreement for the Project, and other related actions (the “**Pre-Development Activities**”); and

**WHEREAS**, the Borough further wishes to enter into a funding agreement with the Company, (the

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

“Funding Agreement”) to effectuate the funding of an escrow account and procedures for the payment therefrom of moneys to pay the Borough’s costs and expenses incurred in undertaking the Pre-Development Activities.

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

**Section 1.** The Company is hereby conditionally and exclusively designated as the redeveloper for the Property for an initial period of one hundred eighty (180) days, or as otherwise may be extended in accordance with Section 2 hereof, during which time negotiation and execution of a redevelopment agreement and other related items with the Borough shall be completed.

**Section 2.** The Mayor or Borough Administrator (each an “Authorized Officer”) in each of their sole discretion, after consultation with such counsel and any advisors to the Borough, may extend the time period set forth in Section 1 hereof for an additional period not to exceed ninety (90) days.

**Section 3.** In the event that the Company has not executed a redevelopment agreement with the Borough, all in accordance with the time periods set forth in Section 1 hereof, or as otherwise may be extended by an Authorized Officer, in such Authorized Officer’s sole discretion, in accordance with Section 2 hereof, the Borough’s conditional designation of the Company as redeveloper for the Property shall expire and be of no further force and effect and the Borough shall have no further obligation to the Company.

**Section 4.** The Mayor and Borough Clerk are also hereby authorized to execute a Funding Agreement with the Company, in a form that is acceptable to Special Redevelopment Counsel to the Borough.

**Section 5.** This resolution shall take effect at the time and in the manner prescribed by law.

**Section 6.** Upon the adoption hereof, the Borough Clerk shall forward certified copies of this resolution to Joseph P. Baumann, Esq., Special Redevelopment Counsel to the Borough.

Motion to Approve R-21-61:

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Martin			X			
Mazzola		X	X			
Melnyk			X			
Olszewski			X			
Broullon	X		X			

**Resolution 21-62**

**A RESOLUTION AUTHORIZING THE LAND USE BOARD TO UNDERTAKE A PRELIMINARY INVESTIGATION TO DETERMINE WHETHER VARIOUS PROPERTIES QUALIFY FOR DESIGNATION AS AREAS IN NEED OF REDEVELOPMENT PURSUANT TO N.J.S.A 40A:12A-1 ET. SEQ.**

**WHEREAS**, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (“LRHL”) authorizes municipalities to determine whether certain parcels of land located therein constitute areas in need of redevelopment; and

**WHEREAS**, the governing body of the Borough of Highlands desires to explore whether the following real property, commonly referred to as the Central Business District/ Bay Avenue Corridor (“Study Areas”) may be appropriate areas for consideration for the program of redevelopment:

Block 40.01, Lots 21.01, 22.01  
Block 41, Lots 3, 4, 5, 6, 7, 8, 9, 10, 13.01  
Block 42, Lots 1, 10, 12.01, 13, 14, 15  
Block 45, Lots 4.01, 6.01, 7  
Block 46, Lots 1, 2, 3, 4, 5, 6, 7, 8  
Block 47, Lots 6, 7, 8, 9, 10, 11, 12  
Block 52, Lots 1, 2  
Block 53, Lots 1, 3, 4, 5, 6, 7, 8, 9, 21.01, 21.02, 40.01  
Block 54, Lots 1, 3.01, 4, 5, 7.01  
Block 58, Lots 1, 3.01, 17.01, 18, 19, 20, 23.01, 24, 25, 26  
Block 59, Lots 5, 6, 8, 9, 10, 11.01, 11.02, 13.01, 14, 16.01

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

Block 63, Lots 5, 6, 7, 9.01, 10, 11, 13.01, 14, 15, 16, 17  
Block 64, Lots 1, 2, 17, 18, 19, 20, 21, 22, 23, 24, 25, 28.01  
Block 69, Lots 1, 2, 4.01, 5, 6  
Block 70, Lots 1, 2, 3, 15, 16, 17  
Block 71, Lots 4, 5, 6  
Block 72, Lots 1, 2, 11.01, 12  
Block 73, Lot 2  
Block 74, Lots 1, 8.01, 9  
Block 75, Lots 1, 17, 18  
Block 80, Lots 1, 2, 20, 21, 22  
Block 81, Lots 1, 2, 10.01, 12  
Block 82, Lots 1.01, 6.01  
Block 83, Lots 1, 14  
Block 88, Lots 1.01, 5  
Block 89, Lots 1, 2, 13.01  
Block 94, Lots 1, 15, 16  
Block 95, Lot 1  
Block 96 Lots 1, 2.01  
Block 96.01, Lots 2.01, 3  
Block 97, Lot 2  
Block 99, Lots 1, 31.01  
Block 100, Lot 1; and

**WHEREAS**, the governing body of the Borough of Highlands considers it to be in the best interest of the Borough to have the Land Use Board conduct such an investigation for the properties referenced above, commonly referred to as the Central Business District/Bay Avenue Corridor; and

**WHEREAS**, the governing body of the Borough of Highlands desires that this resolution and the list of properties referenced above supersede Resolution 20-225 adopted October 21, 2020; and

**WHEREAS**, the governing body of the Borough of Highlands believes that the subject parcels are potentially valuable for contributing to, serving and protecting the public health, safety and welfare and for the promotion of smart growth within the Borough; and

**WHEREAS**, the LRHL sets forth a specific procedure for establishing areas in need of redevelopment; and

**WHEREAS**, pursuant to N.J.S.A. 49A:12A-6, prior to the governing body of the Borough of Highlands making a determination as to whether the Study Areas qualify as areas in need of redevelopment, the governing body must authorize the Land Use Board, by Resolution, to undertake a preliminary investigation to determine whether the Study Areas meet the criteria for designation as areas in need of redevelopment as set forth in N.J.S.A. 40A:12A-5; and

**WHEREAS**, the governing body of the Borough of Highlands wishes to direct the Land Use Board to undertake such preliminary investigation to determine whether the Study Areas meet the criteria for designation as areas in need of redevelopment pursuant to N.J.S.A. 40A:12A-5 and in accordance with the investigation and hearing process set forth in N.J.S.A. 40A:12A-1 et seq.

**NOW, THEREFORE, BE IT RESOLVED**, that governing body of the Borough of Highlands hereby directs the Borough of Highlands Land Use Board to conduct the necessary investigation and to hold a public hearing to determine whether the Study Areas defined hereinabove qualify for designation as areas in need of redevelopment under the criteria and pursuant to the public hearing process set forth in N.J.S.A. 40A:12A-1 et seq.

**BE IT FURTHER RESOLVED**, that the redevelopment area determination shall further authorize the municipality to use all those powers provided by the New Jersey Legislature for use in a redevelopment area, other than the use of eminent domain (hereinafter referred to as a "Non-Condemnation Redevelopment Area").

**BE IT FURTHER RESOLVED**, that the Land Use Board shall submit its findings and recommendations to the governing body of the Borough of Highlands in the form of a Resolution with supportive documentation.

**BE IT FURTHER RESOLVED**, that this resolution and the list of properties referenced above supersedes Resolution 20-225 adopted October 21, 2020.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Acting Borough Clerk, Chief Financial Officer, Borough Land Use Board and Land Use Board Secretary.

Motion to Approve R-21-62:

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Martin			X			
Mazzola		X	X			
Melnyk	X		X			
Olszewski			X			
Broullon					X	

**Resolution 21-63**

**A RESOLUTION APPOINTING FULL-TIME EMPLOYEE IN THE DEPARTMENT OF PUBLIC WORKS FOR THE BOROUGH OF HIGHLANDS**

**WHEREAS**, the Borough has the need to hire full-time employee to work with the DPW due to openings in the department; and

**WHEREAS**, Ronald Boyce, Public Works Superintendent, has made the following recommendation to the Governing Body for appointment.

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

DPW	Position	Name	Salary
Full-time	Laborer I	Thomas Vivian	\$15/hourly

**BE IT FURTHER RESOLVED** that the aforesaid appointment is effective February 3, 2021.

\*Pending background check.

Motion to Approve R-21-:63

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Martin			X			
Mazzola			X			
Melnyk			X			
Olszewski		X	X			
Broullon	X		X			

**OTHER BUSINESS:**

Mayor Broullon read the 2020 Economic Development Report

**REPORTS:**

Engineer Bennett Matlack gave an update for Open Space Grant and Snug Harbor.

Mayor opens meeting to council. Seeing no comment. Mayor opens public portion.

**PUBLIC PORTION:**

Mayor Broullon read email from Maureen McCrink Gribbroek, 118 Highland Ave-Questioned plans for new Borough Hall. Mayor replied that there will be a meeting held.

Chris Francy 36 5<sup>th</sup> Street-Questioned why Landuse Board meetings are not up on the website. Opposed to Resolution R 21-61.

Claudette D'Arrigo, 12 Seadrift Avenue-Opposed to Ordinances being introduced on January 1<sup>st</sup>. Council President Olszewski replied. Questioned what Councilmember Martin's plans are for recreation.

**Highlands Borough Mayor & Council Meeting Minutes**  
**Community Center, 22 Snug Harbor Avenue, Highlands February 17, 2021– Meeting Minutes**

Maureen McCrink Gribbroek, 118 Highland Ave-Supports Ordinance O-21-06 and meetings.

Jim Smith, 380 Holly Springs, Mississippi-Questioned Captain's Cove Spoil testing, advertising of Confidential Assistant position and the clerk's timing of the 3-minute time limit. Mayor and Engineer Matlack explained.

Kim Skorka, 315 Shore Drive- Questioned status of park fest, Highlands day and skate park. Questioned if public meetings were held for R-21-61. Questioned fee schedule for R-21-57. Questioned if there is a conflict regarding R-21-59 and Montecalvo being appointed. Attorney Chabarek and Mayor explain.

Michele Pezzullo, 115 Highland Ave-Opposes new website.

Kat Walsh, 36 Navesink Ave-Clarified paddleboard event.

Jamie Van Sciver, Hillsborough -Supports Ordinance O-21-06.

Laura Cowan, 215 Linden-Supports council and meetings.

Tricia Rivera, 31 Waterwitch Ave-Requested Waterwitch update. Borough Engineer Bennett Matlack explained. Stated support for Park Fest and Highlands Day.

Lefty Grimes, Supports Ordinance.

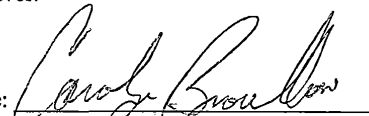
Sheila Weinstock, 151 Highland Ave-Thanked Mayor and Council for proclamation read in honor of Nina Flannery. Announced Highlands Historical Society created a scholarship in Nina Flannery's name.

Jeffrey King, 24 Elizabeth Parkway, Eatontown-Supports Ordinance O-21-06.

**ADJOURN:**

Upon motion by Mayor Broullon, seconded by Councilmember Martin, motion carries to adjourn at 9:54PM. All in Favor.

Approve:

  
Carolyn Broullon

Attest:

  
Michelle Hutchinson, Acting Borough Clerk