

Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands June 2, 2021– Meeting Minutes

EXECUTIVE SESSION 6:30PM -CANCELLED

REGULAR MEETING: 8:00PM - MEETING STATEMENT:

The Borough Clerk read the public meetings statement.

This is a meeting of the Borough Council June 2, 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.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Absent: Councilmember Martin

Also in attendance were Administrator Michael Muscillo, Borough Attorney Brian Chabarek, Esq., Borough Engineer Greg Valesi, CFO Patrick DeBlasio, and Acting Municipal Clerk Michelle Hutchinson

Approval of Minutes

None

PUBLIC HEARING AND FINAL ADOPTION OF ORDINANCES:

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

1. O-21-20 An Ordinance Amending Chapter 4-2 Of The Borough Code Concerning The Licensing Of Peddlers, Hawkers And Vendors
Mayor explained ordinance.
Mayor opened to Council.
No Comments.
Mayor opened to the public.
No Comments.
It was moved by Mayor Broullon and seconded by Councilmember Melnyk to close public hearing and carried to adopt this ordinance on second and final hearing.
Roll Call Vote:
Ayes: Mazzola, Melnyk, Olszewski, Mayor Broullon
Nays: None
Abstention: None
Absent: Martin
Acting Borough Clerk Hutchinson stated motion carried to pass this ordinance on second and final reading.
2. O-21-24 An Ordinance Repealing Section 7-3.8 Of The Borough Code Regarding Residents-Only Permit Parking On Certain Streets
It was moved by Mayor Broullon and seconded by Councilmember Melnyk to table public hearing to the July 14th meeting.
Roll Call Vote:
Ayes: Mazzola, Melnyk, Olszewski, Mayor Broullon
Nays: None
Abstention: None
Absent: Martin
Acting Borough Clerk Hutchinson stated motion carried to table this ordinance to the July 14th meeting.
3. O-21-25 An Ordinance Repealing Section 7-3.8a Of The Borough Code Regarding Temporary Permit Parking For Residents During Washington Avenue Reconstruction Project
Mayor explained ordinance.
Mayor opened to Council.
No Comments.
Mayor opened to the public.
No Comments.
It was moved by Mayor Broullon and seconded by Council President Olszewski to close public hearing and carried to adopt this ordinance on second and final hearing.
Roll Call Vote:
Ayes: Mazzola, Melnyk, Olszewski, Mayor Broullon
Nays: None
Abstention: None

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Absent: Martin

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

INTRODUCTION OF ORDINANCES:

1. O-21-26 An Ordinance Amending Chapter VII, Schedule 1 "No Parking" Of The Code Of The Borough Of Highlands Related To Areas Of No Parking In Various Locations Throughout The Borough
It was moved by Mayor Broullon and seconded by Councilmember Melnyk to table introduction of this ordinance to June 16th.
Roll Call Vote:
Ayes: Mazzola, Melnyk, Olszewski, Mayor Broullon
Nays: None
Abstention: None
Absent: Martin
Acting Borough Clerk Hutchinson stated motion carried to table introduction of this ordinance to June 16th.

2. O-21-27 An Ordinance Amending Chapter 2-10.15(C) Of The Borough Code With Regard To Hourly Rates For Officers Performing Off-Duty Work
Mayor explained ordinance.
It was moved by Mayor Broullon and seconded by Council President Olszewski to pass this ordinance on first reading.
Roll Call Vote:
Ayes: Mazzola, Melnyk, Olszewski, Mayor Broullon
Nays: None
Abstention: None
Absent: Martin
Acting Borough Clerk Hutchinson stated motion carried to pass this ordinance on first reading with a public hearing to be held on June 16, 2021.

3. O-21-28 Bond Ordinance Providing For The Construction Of A New Municipal Building, Appropriating \$10,000,000 Therefor And Authorizing The Issuance Of \$4,750,000 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 explained ordinance.
It was moved by Mayor Broullon and seconded by Councilmember Melnyk to pass this ordinance on first reading.
Roll Call Vote:
Ayes: Melnyk, Olszewski, Mayor Broullon
Nays: Mazzola
Abstention: None
Absent: Martin
Acting Borough Clerk Hutchinson stated motion carried to pass this ordinance on first reading with a public hearing to be held on June 16, 2021.

Budget

Public Hearing on 2021 Budget Amendment

CFO Patrick DeBlasio read amendment in full.

Mayor opened to Council. No comment.

Mayor opened to public.

Claudette D'Arigo, 12 Seadrift-Requested that CFO explain 10-year CDL loan. CFO Mr. DeBlasio explained.

Kim Skorka, Shore Drive-Questioned the interest rate. CFO answered question.

Mayor closed public hearing.

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SECTION 2 - UPON ADOPTION FOR YEAR 2021

Be it Resolved by the COUNCIL MEMBERS of the HIGHLANDS County of MONMOUTH BOROUGH 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) \$ 8,632,759.61 (Item 2 below) for municipal purposes, and
- (b) \$ - (Item 3 below) for school purposes in Type I School Districts only (N.J.S.A. 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.A. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$ 38,245.29 (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ - (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$ - (Item 5 Below) Minimum Library Tax

RECORDED VOTE
(Insert last name)

Ayes
Mazzola
Melnyk
Olszewski
Broullon

Nays

Abstain

Absent

Martin

SUMMARY OF REVENUES			
1. General Revenues			
Surplus Anticipated	08-100	\$	1,832,608.34
Miscellaneous Revenues Anticipated	13-209	\$	1,154,852.23
Receipts from Delinquent Taxes	15-499	\$	688,000.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)	07-100	\$	8,632,759.61
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:			
Item 6, Sheet 42	07-195	\$	-
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191	\$	-
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY		\$	-
4. To Be Added TO THE CERTIFICATE FOR THE AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:			
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191	\$	-
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY TAX	07-192	\$	-
Total Revenues	13-299	\$	12,308,320.18

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SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:			
Within "CAPS"			
(a & b) Operations Including Contingent	34-201	\$	7,448,920.00
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$	696,390.55
(g) Cash Deficit	46-885	\$	-
Excluded from "CAPS"			
(a) Operations - Total Operations Excluded from "CAPS"	34-303	\$	1,070,393.23
(c) Capital Improvements	44-999	\$	500,000.00
(d) Municipal Debt Service	45-999	\$	1,492,616.40
(e) Deferred Charges - Municipal	46-999	\$	-
(f) Judgments	37-460	\$	-
(n) Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)	23-405	\$	-
(g) Cash Deficit	46-885	\$	-
(k) For Local District School Purposes	28-410	\$	-
(m) Reserve for Uncollected Taxes	50-899	\$	1,100,000.00
8. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICT ONLY (N.J.S.A. 40A:4-13)	07-195	\$	-
Total Appropriations	34-999	\$	12,308,320.18

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 6th day of June, 2021. 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 2021 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 6th day of June, 2021, *[Signature]*, Clerk

Sheet 42

Grant

Public Hearing-Kelsey Howard presented the NJDEP DEP Green Acres Program.

Public comment:

Martin Kiely, B-5 Twinlights-Questioned how many more parks were funded by NJDEP. Ms. Howard explained.

Kim Skorka, Shore Drive-Stated residents would be willing to fundraise for help raise money for skate park as well.

Austin, Lighthouse Road-Supports skate park. Current condition is pretty bad.

Melissa, 3 Navesink Avenue- Supports skate park. Awful condition of skate park resulted in two of her children enduring broken collar bones.

Tom Steen, 87 Barberie Avenue-Supports skate park. In its current condition it is essentially unusable.

John Atkins, 141 Bay Avenue-Supports skate park. Questioned the cost. Mayor explained.

Councilmember Mazzola questioned how many applications were received for new urban program. Ms. Howard answered the question.

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**R 21-134
ENABLING RESOLUTION**

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), is providing grants through the Urban Parks initiative; and

WHEREAS, the Borough of Highlands desires to further the public interest by obtaining grant funding in the amount of \$500,000 from the State to fund the following project: *Snug Harbor Skate Park, which will include upgrade and replacement of existing skate park features and resurfacing* at a cost of \$599,013;

NOW, THEREFORE, the governing body resolves that Michael Muscillo or the successor to the office of Borough Administrator is hereby authorized to:

- (a) make application for such a grant,
- (b) provide additional application information and furnish such documents as may be required, and
- (c) act as the authorized correspondent of the above-named applicant; and

WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Urban Parks initiative, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State’s funds in accordance with applicable policies and laws, and is willing to enter into an agreement with the State for the above-named project;

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE Council of Highlands

- 1. That the Borough Administrator of the above named body is hereby authorized to execute an agreement and any amendment thereto with the State known as Snug Harbor Skate Park;
- 2. That, in the event the State’s funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
- 3. That the applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and
- 4. That this resolution shall take effect immediately.

Motion to Approve R-21-134:

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

**R 21-135
STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GREEN ACRES ENABLING RESOLUTION**

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition, development, and stewardship of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Borough of Highlands desires to further the public interest by obtaining funding in the amount of \$599,013, in the form of a \$149,753 matching grant and, if available, a \$449,260 loan, from the State to fund the following project(s): *Snug Harbor Skate Park, which will include upgrade and replacement of existing skate park features and resurfacing* at a cost of \$599,013;

NOW, THEREFORE, the governing body resolves that Michael Muscillo or the successor to the office of Borough Administrator is hereby authorized to:

- (a) make application for such a loan and/or such a grant,
- (b) provide additional application information and furnish such documents as may be required, and
- (c) act as the authorized correspondent of the above-named applicant; and

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WHEREAS, the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS, the applicant is willing to use the State’s funds in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the State for the above-named project;

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE Council of Highlands

1. That the Borough Administrator of the above named body or board is hereby authorized to execute an agreement and any amendment thereto with the State known as Snug Harbor Skate Park;
2. That the applicant has its matching share of the project, if a match is required, in the amount of \$0;
3. That, in the event the State’s funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
4. That the applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and
5. That this resolution shall take effect immediately.

Motion to Approve R-21-135:

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

RESOLUTIONS:

RESOLUTION 21-126

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. AND SUPERSEDING PRIOR RESOLUTIONS 20-225 AND 21-62

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, 21.02, 22.01
- Block 41, Lots 2.01, 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, 2, 3, 4, 5, 6, 7, 8, 9
- 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
- Block 63, Lots 4, 5, 6, 7, 9.01, 10, 11, 13.01, 14, 15, 16, 17, 19.01
- 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

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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, 2, 3, 4.01, 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 114, Lots 1.01, 1.02, 3.02; 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 Resolution 21-62 adopted February 17, 2021; 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 supersede Resolution 20-225 adopted October 21, 2020 and Resolution 21-62 adopted February 17, 2021; and

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.

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Motion to Approve R-21-126:

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

**RESOLUTION 21-129
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 May 28, 2021, which totals as follows:

Current Fund	\$ 772,867.65
Sewer Account	\$ 477.08
Capital Fund	\$ 16,635.04
Trust-Other	\$ 14,706.21
Federal/State Grants	\$ 0
Total	\$ 804,685.98

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling \$ 804,685.98 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 and on file in the Municipal Clerk's office for reference.

Motion to Approve R-21-129:

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

**RESOLUTION 21-130
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL ADVISORY SERVICES REGARDING THE BOROUGH'S MEDICAL AND
PRESCRIPTION INSURANCE PLANS**

WHEREAS, the Borough of Highlands has a need for professional medical insurance advisory services in connection with the Borough's medical and prescription plans, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Brown & Brown Benefit Advisors, Inc. has set forth its proposed services in a written agreement dated May 1, 2021, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the said Proposal includes the following:

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- a) Provide insurance related regulatory guidance on topics that impact the Borough's insurance program such as Health Care Reform, COBRA, HIPAA, Overage Dependents, FMLA, NJ Family Leave Act, Medicare Part D, and NJ P.L. 2011, Chapter 78.
- b) Prepare and provide customized templates for any required employer notices such as the annual CMS Medicare Part D employee notification.
- c) Coordinate educational opportunities through webinars and seminars to provide industry updates for the Borough.
- d) Provide legislative updates related to employee benefits.
- e) Coordinate and attend annual open enrollment meetings as a resource for employees when considering their plan options.
- f) Review and analyze the Borough's existing insurance coverage and identify potential lines of coverage or coverage enhancements to improve the Borough's insurance programs.
- g) Facilitate, market, and procure quotations from carriers; review and analyze quotations and provide proposals for review by the Borough.
- h) Provide reasonable budget estimates during the budgeting process.
- i) Provide specialized knowledge and creative guidance for all phases of the collective bargaining processes related to the entire employee benefits program, including arbitration, mediation and fact finding. Consultant will attend any meetings necessary at the Borough's request.
- j) Attend Borough Council or Negotiations Committee Meetings as required.
- k) Prepare customized, comprehensive guide on employee benefits negotiation options, including benefit design, new hire language, waiver/opt out options and financial analysis of such changes.
- l) Assist the Borough and/or employees with any issues related to claims, billing disputes with the insurance carriers.
- m) Assist the Borough and/or employees with Appeals for escalated claim issues.
- n) Act as a resource for the Municipality for all issues related to Employee Benefits; and

WHEREAS, the term of the contract with Brown & Brown Benefit Advisors, Inc. is for a period of one (1) year; and

WHEREAS, the amount of the contract with Brown & Brown Benefit Advisors, Inc. is \$15,000.00, to be paid in twelve (12) equal monthly installments of \$1,250.00; and

WHEREAS, such professional medical insurance advisory services in connection with the Borough's medical and prescription plans can only be provided by licensed professionals and the firm of Brown & Brown Benefit Advisors, Inc., 1129 Broad Street, Shrewsbury, New Jersey 07702 is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain Brown & Brown Benefit Advisors, Inc. for the proposed professional medical insurance advisory services in connection with the Borough's medical and prescription plans, as set forth in its proposal; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$15,000.00 for professional medical insurance advisory services in connection with the Borough's medical and prescription plans services as stated in Brown & Brown Benefit Advisors, Inc.'s proposal dated May 1, 2021; and

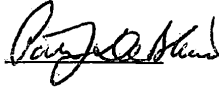
WHEREAS, Brown & Brown Benefit Advisors, Inc has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit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

WHEREAS, Brown & Brown Benefit Advisors, Inc. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

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

I hereby certify that funds are available as follows: Account number 1-01-23-210-000-251

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Patrick DeBlasio, Chief Financial Officer

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. Brown & Brown Benefit Advisors, Inc is hereby retained to provide professional medical insurance advisory services in connection with the Borough’s medical and prescription plans as described above in their proposal dated May 1, 2021, for an amount not to exceed \$15,000.00.
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 this 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.

Motion to Approve R-21-130:

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

RESOLUTION 21-131

RESCINDING APPROVAL OF LIQUOR LICENSE NO. 1317-33-003 FOR THE 2020-2021 TERM

WHEREAS, Resolution No. 20-195, adopted by the Borough Council at its meeting of September 2, 2020 approved the renewal of three (3) liquor licenses for the 2020-2021 term as follows:

<u>License No.</u>	<u>Licensee</u>	<u>Establishment</u>
1317-33-004	Bay Avenue Entertainment, LLC	Inactive
1317-33-003	Claddagh of Highlands	Inactive
1317-33-007	Inlet Café, Inc.	Inlet Cafe

; and

WHEREAS, subsequent to the adoption of the above Resolution, the Borough of Highlands was advised by the Division of Alcoholic Beverage Control that License No. 1317-33-003 was required to petition for relief pursuant to N.J.S.A. 33:1-12.39 for the 2020-2021 license term to allow for the renewal of a license that became inactive, but has failed to do so thereby requiring the approval of the license to be rescinded.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Highlands hereby rescinds the approval of License No. 1317-33-003 for the 2020-2021 term.

BE IT FURTHER RESOLVED that Claddagh of Highlands may seek reapproval of its license upon receiving the required relief from the Division of Alcoholic Beverage Control.

Motion to Approve R-21-131:

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

R 21-132

A RESOLUTION APPROVING RENEWAL OF LIQUOR LICENSES FOR THE 2021-2022 TERM

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 2021-2022 license term be and is hereby authorized:

License Number	Licensee	Establishment
1317-31-028	Highlands Post 6902 VFW	Active
1317-32-018	DDS Enterprise LLC	Active
1317-32-021	Andy's Shore Bar Inc	Active
1317-33-001	Bahr's Restaurant Inc	Active
1317-33-004	Bay Avenue Entertainment LLC	Active
1317-33-005	Sandy Hook Holdings LLC	Active
1317-33-007	Inlet Café Inc	Active
1317-33-012	SmokeNMirror's LLC	Active
1317-33-019	Atlantic Street Innkeeper's LLC	Active
1317-33-022	M&D Inc	Active
1317-44-011	Monir Inc	Active
1317-33-006	John J. Tomaini	Inactive
1317-33-010	181 Hospitality LLC	Inactive
1317-33-024	La Bise LLC	Inactive
1317-33-008	Seastreak LLC	Active

Motion to Approve R-21-132:

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

RESOLUTION 21-133

RESOLUTION AUTHORIZING THE REFUND OF A CERTIFICATE OF OCCUPANCY APPLICATION FEE

**Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands June 2, 2021- Meeting Minutes**

WHEREAS, the Finance Officer of the Borough of Highlands has received a request to refund a fee for Certificate of Occupancy.

WHEREAS, the Finance Officer has confirmed with the Cashier and determined that the fee is to be refunded and is due and payable by the Borough of Highlands; and

WHEREAS, the Finance Officer recommends the immediate refund of the Certificate of Occupancy Fee by the Borough of Highlands,

NOW, THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Highlands, in the County of Monmouth, State of New Jersey, that the Finance Officer is authorized to immediately refund the Certificate of Occupancy Fee to the individual property owner listed below:

<u>CHECK#</u>	<u>AMOUNT</u>	<u>NAME</u>
1075	\$145.00	Smith Property Management Group LLC

Motion to Approve R-21-133:

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

OTHER BUSINESS:

None

REPORTS:

Administrator's report-Michael Muscillo: Resolution will be done at next meeting to accept a surplus Dodge Charger from the County to be used by first aid squad. Meeting with Seabright for the beaches which are ready for the season.

Engineer's report-Greg Valesi gave report:

Improvements to Locust Street project wrapping up. Sanitary Sewer Phase I Project still on schedule.

PUBLIC PORTION:

Mayor opens public portion.

Melissa Pedersen, Bay Street- Opposes the posting of the agenda and the tabling of agenda items. Objects to Ordinance O-21-28.

Kim Skorka, Shore Drive-Opposes Ordinance O-21-24 regarding Shore Drive. Questioned the cost associated with processing ordinances. Mayor and Clerk explained. Suggested larger meeting places to accommodate public. Questioned status of DCA police department study, fee ordinance, as well as the COVID cares money from the County.

Chief Burton, Highlands Police Department-Urged residents to call him directly with any questions regarding parking ordinance.

Claudette D'Arigo, 12 Seadrift-Questioned why ordinance for municipal building failed and was reintroduced. Opposes O-21-28. Mayor explained.

Michele Diebold, 221 Navesink Avenue-Opposes Ordinance O-21-28. Question regarding sanitary sewer project and which streets were chosen. Engineer Greg Valesi explained.

Tricia Rivera, Waterwitch Avenue-Questioned why public property was listed in resolution R-21-126.

Rick O'Neil, 224 Navesink Avenue-Explained the sewer project I&I regarding Gravelly Point Road. Engineer Greg Valesi explained.

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Tom Reed, Snug Harbor-Opposes resolution R-21-126. Questioned what the cause and effect would be regarding the redevelopment. Mayor and Attorney Chabarek explained.

Martin Kiely, B-5 Twinlights-Supports Police Department and EMS. Met with Police Chief regarding parking.

ADJOURN:

Upon motion by Mayor Broullon, seconded by Councilmember Melnyk, motion carries to adjourn at 9:24P.M. All in Favor.

Approve: 
Carolyn Broullon

Attest: 
Michelle Hutchinson, Acting Borough Clerk

