

**Highlands Borough Mayor & Council Meeting Minutes
Community Center, 22 Snug Harbor Avenue, Highlands
Wednesday, June 5th 2019 – 6:30 p.m.**

As per requirement of Public Law 1975, Chapter 231, notice is hereby given that this is a Regular Meeting of the Borough of Highlands Mayor and Council and all requirements have been met. Notice has been transmitted to the Asbury Park Press and the Two River Times. Notice has been posted on the public bulletin board. Formal Action will be taken.

Call to Order
Meeting Statement
Roll Call

WORKSHOP: 6:30PM

Economic Development Officer
Fees

EXECUTIVE SESSION: 7:00PM

Contract Negotiations: Economic Development Officer
Litigation: NJNG Litigation
Attorney Client Privilege: Grant Opportunity
Personnel Issues

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Consent Agenda

R-19-148 Approve Payment of the Bills
R-19-149 Authorize Refund of Tax Overpayment
R-19-150 Accept Resignation of Rosa Pace
R-19-151 Accept Resignation of Jennifer Strehl
R-19-152 Renewal Liquor Licenses for 2019/2020 Term

Resolutions

R-19-153 Authorize Purchase of a Vehicle
R-19-154 Authorize Shared Service Agreement with Freehold Township for C2 Operator & Backup
R-19-155 Authorize Parking & Pick Up Locations for Taxi
R-19-156 Approve Settlement Agreement in the Matter of Civil Service Appeal
R-19-157 Authorize Municipal Assistance/Shared Service with Colts Neck Township
R-19-158 Approve Place to Place Transfer of Liquor License 1317-33-005
R-19-159 Authorize Award of Non-Fair & Open Contract for Drainage Improvements to North St.
R-19-160 Appoint Temporary Recreation Coordinator
R-19-161 Appoint Per-Diem Recreation Aide
R-19-162 Appoint Permanent Full-Time Cashier
R-19-163 Appoint Temporary Summer Seasonal Employees for DPW & Recreation

Ordinances: Second Reading & Public Hearing

O-19-11 Amend Chapter 2, Section 41A – Summer Recreation Fees
O-19-12 Bond Ordinance Providing Improvements to Cornwell Street & John Street
O-19-13 Amend Section 2-8.5 to Establish Eligibility of New Construction of Certain Dwellings for Tax Abatements

Other Business

Miller Beach
BID Planters
Administrator's Report
Police Chief's Report

Public Comments:

Adjourn

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WORKSHOP MEETING:

The Meeting was called to order at 6:35 pm.

Meeting Statement

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Roll Call

 X Councilmember Braswell
 X Councilmember Broullon
 X Councilmember Mazzola
 X Councilmember Ryan
 X Mayor O’Neil

Also Present:

 X Andrew Ball, Borough Attorney
 X Bonnie Brookes, Municipal Clerk
 X Cliff Moore, Economic Development Officer

WORKSHOP

Economic Development Officer

Mr. Moor reviewed all the meetings, events, and other activities he participated in since the May Workshop Meeting.

Fees

Ms. Brookes listed and discussed the various fees that the Borough charges explaining some are by NJ State Statue. She explained some concerns with the Mobile Vender licenses including the fees that the Borough is charged for their inspection by the Monmouth County Regional Health Commission No. 1. Mr. Moore discussed how the Monmouth County Health Department and other municipalities handle mobile food vendors. The Council discussed limiting the number of mobile food vendors at events and allowing day permits. At Councilmember Mazzola’s request, Mr. Moore was going to look more into the options available.

EXECUTIVE SESSION

Contract Negotiations: Economic Development Officer
Litigation: NJNG Litigation

Attorney Client Privilege: Grant Opportunity
Personnel Issues

Motion to Approve the Resolution to Enter into Executive Session:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA		X	X			
RYAN	X		X			
O’NEIL			X			

The Resolution to enter into Executive Session was properly approved.

Council entered Executive Session at 7:09pm.

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Council exited Executive Session at 8:36pm.

REGULAR MEETING

Council returned to the Public Session at 8:40 pm.

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Pledge of Allegiance

Led by Captain Roxby.

Roll Call

 X Councilmember Braswell
 X Councilmember Broullon
 X Councilmember Mazzola
 X Councilmember Ryan
 X Mayor O’Neil

Also Present:

 X Bonnie Brookes, Borough Clerk
 X Brian Chabarek, Borough Attorney
 X Patrick DeBlasio, CFO
 X Cliff Moore, Economic Development Officer

Consent Agenda

- R-19-148 Approve Payment of the Bills
- R-19-149 Authorize Refund of Tax Overpayment
- R-19-150 Accept Resignation of Rosa Pace
- R-19-151 Accept Resignation of Jennifer Strehl
- R-19-152 Renewal Liquor Licenses for 2019/2020 Term

Motion to Approve the Consent Agenda:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA			X			
RYAN	X		X			
O’NEIL		X	X			

The Consent Agenda was properly approved.

Resolutions

R-19-153 Authorize Purchase of a Vehicle

Motion to Approve Resolution 19-153:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA		X	X			
RYAN			X			
O’NEIL	X		X			

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Resolution 19-153 has been properly approved.

R-19-154 Authorize Shared Service Agreement with Freehold Township for C2 Operator & Backup

Councilmember Braswell inquired on the cost. Ms. Brookes read the amounts of the contract. Councilmember Braswell asked if it was the same as before and the Mayor O’Neil confirmed it was. Councilmember Braswell had questions concerning staffing which Mayor O’Neil explained.

Motion to Approve Resolution 19-154:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA			X			
RYAN		X	X			
O’NEIL	X		X			

Resolution 19-154 has been properly approved.

R-19-155 Authorize Parking & Pick Up Locations for Taxi

Motion to Approve Resolution 19-155:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON		X	X			
MAZZOLA			X			
RYAN			X			
O’NEIL	X		X			

Resolution 19-155 has been properly approved.

R-19-156 Approve Settlement Agreement in the Matter of Civil Service Appeal

Councilmember Braswell sated that the resolution says “Council agreed to the terms” and that he was just hearing of this. He questioned if there were costs involved. Mr. Chabarek briefly reviewed this situation which jogged Councilmember Braswell’s memory. Mr. Chabarek also noted that there was not cost for the Borough.

Motion to Approve Resolution 19-156:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA		X	X			
RYAN			X			
O’NEIL	X		X			

Resolution 19-156 has been properly approved.

R-19-157 Authorize Municipal Assistance/Shared Service with Colts Neck Township

Mr. Chabarek explained the agreement to the Council. Councilmember Broullon expressed concerns over the Borough’s staffing which would prevent them from assisting Colts Neck. Councilmember Braswell pointed out that the agreement did not have a list of things Colts Neck could offer the Borough and questioned why the rest of the Council was not concerned about this.

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Motion to Approve Resolution 19-157:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL				X		
BROULLON				X		
MAZZOLA			X			
RYAN		X	X			
O'NEIL	X		X			

Resolution 19-157 has been properly approved.

R-19-158 Approve Place to Place Transfer of Liquor License 1317-33-005

Motion to Approve Resolution 19-158:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA		X	X			
RYAN	X		X			
O'NEIL			X			

Resolution 19-158 has been properly approved.

R-19-159 Authorize Award of Non-Fair &

Open Contract for Drainage Improvements to North St.

Motion to Approve Resolution 19-159:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON		X	X			
MAZZOLA			X			
RYAN	X		X			
O'NEIL			X			

Resolution 19-159 has been properly approved.

R-19-160 Appoint Temporary Recreation Coordinator

Motion to Approve Resolution 19-160:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA			X			
RYAN		X	X			
O'NEIL	X		X			

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Resolution 19-160 has been properly approved.

R-19-161 Appoint Per-Diem Recreation Aide

Motion to Approve Resolution 19-161:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON	X		X			
MAZZOLA			X			
RYAN		X	X			
O'NEIL			X			

Resolution 19-161 has been properly approved.

R-19-162 Appoint Permanent Full-Time Cashier

Councilmember Broullon stated that the salary was within the range in the ordinance.

Motion to Approve Resolution 19-162:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA			X			
RYAN	X		X			
O'NEIL		X	X			

Resolution 19-162 has been properly approved.

R-19-163 Appoint Temporary Summer Seasonal Employees for DPW & Recreation

Motion to Approve Resolution 19-163:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA					X	
RYAN	X		X			
O'NEIL		X	X			

Resolution 19-163 has been properly approved.

Ordinances: Second Reading & Public Hearing

O-19-11 Amend Chapter 2, Section 41A – Summer Recreation Fees

Mayor O'Neil opened the meeting to the public on Ordinance 19-11.

Name: Steve Solop

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Address: Bay Avenue

Inquired on the cost of the camp, which Councilmember Bouillon listed. Mr. Solop asked if proof of residency was required and it was confirmed that it was part of the ordinance.

Mayor O’Neil closed the meeting to the public.

Motion to Adopt Ordinance 19-11:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON				X		
MAZZOLA		X	X			
RYAN	X		X			
O’NEIL			X			

Ordinance 19-11 was properly adopted.

O-19-12 Bond Ordinance Providing Improvements to Cornwell Street & John Street

Mayor O’Neil explained the purpose of this ordinance and that all the work should be done by late summer. Councilmember Braswell stated that this includes monies from a grant. Mayor O’Neil opened the meeting to the public on Ordinance 19-12. Seeing no one from the public wishing to speak, the Mayor closed the meeting to the public.

Motion to Adopt Ordinance 19-12:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL	X		X			
BROULLON			X			
MAZZOLA			X			
RYAN			X			
O’NEIL		X	X			

Ordinance 912 was properly adopted.

O-19-13 Amend Section 2-8.5 to Establish Eligibility of New Construction of Certain Dwellings for Tax Abatements

Mayor O’Neil opened the meeting to the public on Ordinance 19-13.

Name: Kim Skorka

Address: Shore Drive

Stated that she had the same comments from the previous meeting. She pointed out that the ordinance does not say the properties have to be owner occupied and if they don’t it will not help the local businesses. Ms. Skorka proclaimed that this was a slap in the face to the residents who stayed after Sandy. She also said that we are pricing people out of Highlands and that she wanted the Borough assessable to all. Ms. Skorka says that she disagrees with subsidizing someone’s second home.

Name: Steve Solop

Address: Bay Avenue

Stated that he would like to see abatements to attract businesses and Council informed him that there is abatement available for businesses.

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Mayor O’Neil questioned why Ms. Skorka was concerned with seasonal residents noting they did not have children in the Borough school.

Mr. Solop stated that the Borough should provide abatements to people who need them like seniors.

Councilmember Mazzola noted that the Borough cannot control the real estate market and Councilmember Ryan pointed out that the Borough will benefit when they are paying their full taxes.

Motion to Adopt Ordinance 19-13:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA		X	X			
RYAN			X			
O’NEIL	X		X			

Ordinance 19-13 was properly adopted.

Other Business

Miller Beach

Mayor O’Neil stated that he asked Ms. Gonzales to have the porta potty placed on the slab until this issue could be discussed. Councilmember Broullon asked why the porta potty could not be put on the street side of the beach.

Name: Patty Catalano

Address: Private Road

Requested that the porta potty be placed on the street side as it had been the last five years. She explained that when it is placed on the other side it is under her bedroom window and smells.

Mayor O’Neil stated that he did not want to see the porta potty when driving down Miller Street and announced that it would be put on the slab tomorrow that was built. Councilmember Ryan stated that the Borough received complaints that there was not bathroom at the beach last weekend but had no problem with it being on the street side if it cost the same. Council discussed and all were in favor of putting the porta potty on the street side. Mayor O’Neil stated that he would direct the DPW supervisor to place on the street side if possible.

Administrator’s Report

In Ms. Gonzales absence, Councilmember Ryan read her report into the record.

Mayor O’Neil spoke about the Bayshore Mayors meeting and noted that the Valley Street Project came out good. He noted that the flood mitigation and sewer project for Bay Avenue is about two years out as it is in the engineering phase.

Police Chief’s Report

In Chief Burton’s absence, Captain Roxby read his report into the record providing details on recent arrests, grants, and Police Explorer’s activity.

Public Comments

Mayor O’Neil opened the meeting to the public.

Name: Kim Skorka

Address: Shore Drive

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Questioned the distance for the C2 Operator to come incase of an emergency and noted that she would like to see the operator closer to the Borough.

She stated that she was happy that Scooter Dudes was approved as they were getting the run around. Ms. Brookes explained that this resolution was merely a part of them obtaining their mercantile and listed the still outstanding items they needed to provide to the Borough.

Name: Steve Solop

Address: Bay Avenue

Provided Mr. Moore with a book of complementary colors to assist in the color selection for the planters.

Ms. Solop stated that he had requested documents through both the Borough and Middlesex County and noted the difference in response.

Mayor O’Neil closed the meeting to the public.

Motion to Adjourn the Meeting:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL			X			
BROULLON			X			
MAZZOLA		X	X			
RYAN			X			
O’NEIL	X		X			

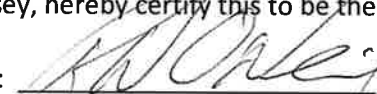
The meeting was adjourned at 9:00 pm.

Approval of the Minutes

A motion to approve the Minutes of June 5th 2019 was made by Mayor O’Neil and seconded by Councilmember Broullon.

- AYE:** Councilmember Braswell, Broullon, Mazzola, Ryan & Mayor O’Neil (5)
- NAY:** None (0)
- ABSENT:** None (0)
- ABSTAIN:** None (0)

I, Bonnie Brookes, Municipal Clerk of the Borough of Highlands, in the County of Monmouth, State of New Jersey, hereby certify this to be the action of the Governing Body at its meeting held June 19, 2019.

Approve: 
Richard W. O’Neil, Mayor

Attest: 
Matthew Conlon RMC, Clerk