

**Borough of Highlands
Mayor & Council
Regular/Workshop Meeting
June 1, 2011**

Mayor Nolan called the meeting to order at 7:04 P.M.

Mrs. Cummins read the following statement: As per requirement of P.L. 1975, Chapter 231. Notice is hereby given that this is a Regular Meeting of the Mayor & Council of the Borough of Highlands 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.

ROLL CALL:

Present: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

Absent: Mr. O'Neil

**Also Present: Carolyn Cummins, Borough Clerk
Tim Hill, Acting Administrator
Mike Halfacre, Esq., Borough Attorney**

Executive Session Resolution:

Mrs. Cummins read the following Resolution for approval:

Mayor Nolan offered the following Resolution and moved its adoption:

**RESOLUTION
EXECUTIVE SESSION**

BE IT RESOLVED that the following portion of this meeting dealing with the following generally described matters shall not be open to the public:

- 1.Litigation: Future Sanitation/Hillside Ave. Possible Litigation
Walczewski Property**
- 2.Contract: Clam Plant Lease, Realty Appraisal Contract-Final Payment,
Kelly Bldg. Maintenance Contract, 42 Bay Ave.-Health Hazard**
- 3.Real Estate:**
- 4. Personnel Matters: Wayne O'Neil – Riced, Reg Robertson-Riced, DPW Staffing,
Recreation Staffing, Borough Administrator Position (Tim Hill-
Riced), Police Staffing**
- 5. Health Hazard: 42 Bay Avenue-Health Hazard**

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; and

BE IT FURTHER RESOLVED that no portion of this meeting shall be electronically recorded unless otherwise stated; and

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

1. Rendered confidential by Federal law or that if disclosed would impair receipt of Federal funds.
2. Rendered confidential by State Statute or Court Rule.
3. Would constitute an unwarranted invasion of individual privacy.
4. Deals with collective bargaining, including negotiation positions.
- 5. Deals with purchase, lease or acquisition of real property with public funds.**
6. Related to setting of bank rates or the investment of public funds and disclosure could adversely affect the public interest.

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7. Related to tactics and techniques utilized in protecting the safety and property of the public disclosure may adversely affect the public interest.
8. Related to investigation of violations or possible violations of the law.
9. **Related to pending or anticipated litigation or contract negotiations in which the public body is or may be a party.**
10. **Falls within the attorney-client privilege and confidentiality is required.**
11. **Deals with personnel matters of public employees and employee has not requested that the matter be made public.**
12. Quasi-judicial deliberation after public hearing that may result in imposition of a civil penalty or suspension or loss of a license or permit.

Seconded by Mr. Francy and approved on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: Mr. O'Neil

ABSTAIN: None

The Governing Body then entered into Executive Session.

Mayor Nolan called the Regular Meeting back to order at 8:14 P.M.

Mayor Nolan asked all to stand for the Pledge of Allegiance.

Ms. Kane asked for a moment of silence for Andrew Diano who passed away last night.

Mayor Nolan said that he was a long time member of the Fire Department.

ROLL CALL:

Present: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

Absent: Mr. O'Neil

**Also Present: Carolyn Cummins, Borough Clerk
Tim Hill, Acting Administrator
Mike Halfacre, Esq., Borough Attorney**

Consent Agenda Resolutions:

Mayor Nolan requested to have the payment for Realty Appraisal be removed from the Supplemental bill list.

Mayor Nolan offered the following Resolution and moved on its adoption:

**R-11-125
RESOLUTION APPOINTING FULL-TIME
RECREATION ASSISTANT**

WHEREAS, the Borough of Highlands Recreation Department has the need for a full time permanent Recreation Assistant; and

WHEREAS, the Recreation Director has recommended that Jennifer Strehl be reappointed to the position full time permanent Recreation Assistant; and

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WHEREAS, the Governing Body concurs with the Recreation Director's recommendation;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that Jennifer Strehl be rehired and hereby is appointed as Full Time Recreation Assistant;

BE IT FURTHER RESOLVED that said appointment be effective immediately and the salary be set at \$16.71 per hour and that Jennifer Strehl will be entitled to all Health Benefits

Seconded by Mr. Connelly and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: Mr. O'Neil
ABSTAIN: None

Mayor Nolan offered the following Resolution and moved its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-11-129

**RESOLUTION CANCELING UNEXPENDED BALANCES OF THE
GENERAL CAPITAL FUND**

WHEREAS, certain General Capital Improvement appropriation balances remain dedicated to projects now completed; and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective Capital Improvement Fund or credited to Surplus, and unused debt authorizations or grant awards may be canceled;

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the following unexpended and dedicated balances of the General Capital Appropriations be canceled:

**AMOUNTS TO BE
CANCELED**

ORDINANCE NUMBER	PROJECT DESCRIPTION	FUNDED CAPITAL SURPLUS	DOT UNFUNDED GRANT
O-09-03	Rehabilitation of Storm Sewer on Valley Avenue	\$ 4,734.28	\$91,500.00

Seconded by Mr. Connelly and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: Mr. O'Neil
ABSTAIN: None

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Mayor Nolan offered the following Resolution and moved its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-11-130

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO
CANCEL SFY 2011 BUDGET APPROPRIATIONS
CURRENT FUND & SEWER UTILITY AT YEAR END**

WHEREAS, the Chief Financial Officer has recommended that budget appropriations be reviewed and canceled at year end after the June 30, 2011 payroll and all other expenses are posted to the Borough's accounting system and;

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be credited to surplus and;

WHEREAS, the last regular Governing Body meeting for SFY 2011 is June 15, 2011;

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Highlands that the Chief Financial Officer is hereby authorized to cancel current and sewer utility budget appropriations as of June 30, 2011 and formally report said cancellations to the Governing Body of the Borough of Highlands at its next regular meeting on July 20, 2011.

Seconded by Mr. Connelly and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: Mr. O'Neil

ABSTAIN: None

Mayor Nolan offered the following Resolution and moved for its adoption:

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-11-131

**RESOLUTION - AUTHORIZING TRANSFERS BETWEEN BUDGET
APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-58**

WHEREAS, N.J.S.A. 40A:4-58 provides for transfers as permitted between budget appropriations during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highlands (not less than two thirds of the governing body affirmatively concurring) that transfers between SFY 2011 Budget Appropriations be made as follows:

CURRENT FUND -----	FROM -----	TO -----
Group Insurance	\$ 21,000.00	
Gasoline		\$ 5,000.00
Emergency Management:		
Other Expenses		2,000.00
Dog Control:		
Other Expenses		2,000.00
Interlocal- Atlantic Highlands		12,000.00
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	\$ 21,000.00	\$ 21,000.00

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Seconded by Mr. Connelly and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: Mr. O'Neil
ABSTAIN: None

Mayor Nolan offered the following Resolution and moved on its adoption:

**R-11-132
RESOLUTION APPROVING THE PRELIMINARY MUNICIPAL TAX LEVY
FOR THE CALENDAR YEAR 2011**

WHEREAS, the New Jersey Division of Local Government Services has revised the method of calculating the local municipal tax rate for Municipalities operating on a fiscal year basis ending June 30th, and

WHEREAS, the revised procedures for the calculation of a preliminary Municipal Tax Levy on the basis of a calendar year requirement as per the attached form hereto.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands, County of Monmouth, New Jersey, as follows: that the attached certificate of preliminary fiscal year levies is hereby approved reflecting a preliminary levy of \$5,568,915.35 for the calendar year 2011.

BE IT FURTHER RESOLVED, that certified copies of this resolution be filed with the New Jersey Division of Local Government Services and with the Monmouth County Board of Taxation.

Seconded by Mr. Connelly and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: Mr. O'Neil
ABSTAIN: None

Mayor Nolan offered the following Resolution and moved on its approval for payment:

**R-11-133
RESOLUTION GRANTING TAX EXEMPTION
TO DISABLED VETERAN
FOR BLOCK 1.01 LOT 14**

WHEREAS, Allan Robert Fecso is a 100% disabled veteran and is the owner and resident of property located at 200 Portland Road, Unit A-11, Highlands (Block 1.01 Lot 14) the 100% service connected disability having been awarded to Allan Robert Fecso by the Veteran Administration for medical conditions arising from his military service; and

WHEREAS, the petitioner Allan Robert Fecso has applied for exemption of the taxes assessed for his property located at 200 Portland Road, Unit A-11, Highlands, as a 100% disabled veteran pursuant to N.J.S.A. 54:4-3.30(A), and the Fecso residence is exempt for its tax assessment commencing on May 1, 2011 as the residence of a 100% disabled veteran; and

WHEREAS, the Governing Body of the Borough of Highlands, upon recommendation of the Tax Assessor, has determined that Allan Robert Fecso is entitled to a tax exemption as a 100% disabled veteran for conditions received in the honorable service of his county and his fellow citizens, and the effectuating the policy of tax exemption as of the appropriate date is proper.

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NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that pursuant to the authority of N.J.S.A. 54:4-3(A) the Tax Assessor is hereby authorized to exempt Block 1.01 Lot 14, 200 Portland Road, Unit A-11, Highlands, the residence of Allan Robert Fecso a 100% disabled veteran, from the prorated assessment of property effective May 1, 2011.

Seconded by Mr. Connelly and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: Mr. O'Neil
ABSTAIN: None

**SUPPLEMENTAL BILL LIST
June 1, 2011**

CURRENT FUND

AIG Retirement C/O Chase Bank	LOSAP - First Aid (3)	3,450.00
Future Sanitation	Garbage & Recycling Collection	8,366.67
Future Sanitation	Tipping Fees 5/11/11-5/31/11	10,462.07
N.J. Division of Pensions	June Health Benefits	61,734.94

Total Current Fund	84,013.68
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CAPITAL FUND

T & M Associates	Drainage Improvements	126,751.41
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Total Capital Fund	126,751.41
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SEWER UTILITY FUND

N.J. Division of Pensions	June Health Benefits	3,163.58
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Total Sewer Utility Fund

3,163.58

TRUST FUND

Total Supplemental Bill List

213,928.67

Seconded by Mr. Connelly and approved for payment on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: Mr. O'Neil

ABSTAIN: None

Other Resolutions:

Resolution R-11-106 – Appointments to Depuration Commission

Mrs. Cummins stated that these are council appointments.

Mayor Nolan offered the following Resolution and moved on its adoption:

R-11-106

**RESOLUTION APPOINTING MEMBERS TO THE HIGHLANDS DEPURATION
COMMISSION**

WHEREAS, section 2-33 of the Borough of Highlands General Ordinance defines the structure of the commission of being nine members, three appointed by the Mayor without the consent of the council; two to be appointed by the mayor with advice and consent of council; four to be appointed by council. Membership of the commission shall not be limited to residents of the Borough of Highlands. The Mayor & Borough Administrator shall be ex officio members of the commission with full voting rights.

WHEREAS, the Borough has received numerous Citizen Participation Forms of interested application in which the Governing Body have reviewed.

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

- | | | |
|----|----------------|--|
| 1. | Jason Rhodes | Three Year Term to Expire May 31, 2014 |
| 2. | John Urbanski | Three Year Term to Expire May 31, 2014 |
| 3. | William Caizza | Three Year Term to Expire May 31, 2014 |
| 4. | Alfred Schupp | Three Year Term to Expire May 31, 2014 |

Seconded by Mr. Francy and adopted on the following roll call vote:

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ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan
NAYES: None
ABSENT: Mayor Nolan
ABSTAIN: None

Resolution R-11-107 – Appointments to Depuration Commission

Mrs. Cummins stated that these three positions are the Mayor's appointments.

MAYOR NOLAN offered the following Resolution and moved on its adoption:

**R-11-107
RESOLUTION APPOINTING MEMBERS TO THE HIGHLANDS DEPURATION
COMMISSION**

WHEREAS, section 2-33 of the Borough of Highlands General Ordinance defines the structure of the commission of being nine members, three appointed by the Mayor without the consent of the council; two to be appointed by the mayor with advice and consent of council; four to be appointed by council. Membership of the commission shall not be limited to residents of the Borough of Highlands. The Mayor & Borough Administrator shall be ex officio members of the commission with full voting rights.

WHEREAS, the Borough has received numerous Citizen Participation Forms of interested application in which the Governing Body have reviewed.

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

1. Richard O'Neil Councilperson to Expire with expiration of Council Seat
2. Larry Colby Chairman -Three Year Term to Expire May 31, 2014
3. Arthur Gallagher Three Year Term to Expire May 31, 2014

The above appointments were made by Mayor Nolan at a meeting held on the 1st day of June, 2011.

Resolution R-11-108 - Appointments to Depuration Commission

Mrs. Cummins stated these appointments are offered by the Mayor with consent from the council.

MAYOR NOLAN offered the following Resolution and moved on its adoption:

**R-11-108
RESOLUTION APPOINTING MEMBERS TO THE HIGHLANDS DEPURATION
COMMISSION**

WHEREAS, section 2-33 of the Borough of Highlands General Ordinance defines the structure of the commission of being nine members, three appointed by the Mayor without the consent of the council; two to be appointed by the mayor with advice and consent of council; four to be appointed by council. Membership of the commission shall not be limited to residents of the Borough of Highlands. The Mayor & Borough Administrator shall be ex officio members of the commission with full voting rights.

WHEREAS, the Borough has received numerous Citizen Participation Forms of interested application in which the Governing Body have reviewed.

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

1. Chris Francy Three Year Term to Expire May 31, 2014
2. Jeff Flimlin Three Year Term to Expire May 31, 2014

Seconded by Mr. Connelly and adopted on the following roll call vote:

ROLL CALL

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: Mr. O'Neil

ABSTAIN: None

Mayor Nolan instructed Mr. Colby to advertise every meeting.

Resolution R-11-135 – Reappointing Interim Borough Administrator

Mrs. Cummins read resolution R-11-135 in its entirety for approval.

Mayor Nolan offered the following Resolution and moved on its adoption:

**R-11-135
RESOLUTION RE-APPOINTING INTERIM
BOROUGH ADMINISTRATOR**

Whereas the Borough Council believes that there continues to be a need for an Interim Borough Administrator while they are engaged in a search for a permanent Borough Administrator; and

Whereas the Borough Council has determined that Tim Hill is qualified for the position of Interim Borough Administrator and will be able to perform the duties of Interim Borough Administrator while also continuing to supervise the duties of his current position; and

Whereas the search for a permanent replacement continues, as does the need for an Interim Borough Administrator, and the initial Interim Appointment is set to expire,

Now, Therefore, be it resolved that Tim Hill is hereby re-appointed Interim Borough Administrator for a period of 36 days, and will serve in that capacity without additional pay in the amount of \$150.00 per week retro back to May 4, 2011 until midnight on July 6th, 2011, at which time this appointment will expire if not extended by the Borough Council.

Seconded by Ms. Kane and adopted on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: Mr. O'Neil

ABSTAIN: None

Committee Reports:

Finance

Mr. Pfeffer explained that the appropriation side of the budget is done. We still have to resolve the administrator position and any retirements. We are in the last month of the fiscal year. He is cautiously optimistic that we will hit the numbers that we had in 2011 in total. Our collections are strong. Everything was sold in the tax sale.

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Mr. Francy stated that he met with Mr. Pfeffer today. The spending side is up 2/10 of a percent. There were some decreases. The Budget Committees goals are levels of service the budget provides. We have some major decisions coming up, possible retirements, many opportunities to consider.

Mr. Pfeffer spoke about the gas line item and the fluctuation of cost per gallon.

Public Safety

Mr. Hill read thru Chief Blewetts report.

**POLICE DEPARTMENT
BOROUGH OF HIGHLANDS**



JOSEPH R. BLEWETT
CHIEF



171 BAY AVENUE HIGHLANDS, N.J. 07732



TEL: 732-872-1158
FAX: 732-872-9240

**Report to Council
June 2011**

- * Sergeant Robert Burton completed the D.A.R.E. curriculum at the Highlands Elementary School and is planning a trip for the students, as well as, a small graduation ceremony. The middle school course curriculum has also been completed at Henry Hudson Regional School.
- * At approximately 9:11 a.m. on May 7, 2011, officers responded to a minor motor vehicle crash on Navesink Avenue and subsequently arrested Michael Superti, 33 years old, Atlantic Highlands, N.J. for driving while intoxicated, driving with a suspended license and reckless driving. Mr. Superti was later released pending a court appearance.
- * During the early morning hours of May 12, 2011, officers responded to a Bay Avenue residence after the occupants discovered an unknown man inside the home. As the result of the initial investigation officers located a 20 year old Central Avenue resident hiding in a vehicle that did not belong to him and arrested him for two counts of burglary, criminal trespass, being under the influence of narcotics and resisting arrest.
- * The Highlands Police Department responded to Henry Hudson Regional School twice during the month of May in response to reported bomb threats. Although, the threats were not credible and there was no immediate danger to the students; all emergency procedures worked well.
- * On May 31, 2011, officers stopped to investigate suspicious activity in the parking lot of a Bay Avenue business. As a result of the investigation a 35 year old Atlantic Highlands female was arrested and charged with possession of a controlled dangerous substance (cocaine) and possession of drug paraphernalia. The 43 year old Highlands man she was with was also arrested and charged with possession of a controlled dangerous substance, possession of drug paraphernalia and possession of a controlled dangerous substance in a motor vehicle. Both individuals were later released with a pending court appearance.

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- * The change of seasons and the warmer weather has not only increased local business traffic but also the amount of disorderly and alcohol related incidents investigated by the Highlands Police Department. As always, this department is dedicated to providing a safe environment for our residents and will be continuing its "zero tolerance" policy in regard to these types of quality of life incidents.
- * Total Calls for Service: 722
- * Arrests: Adults: 25 (5 for possession of CDS)
JV: 0
- * Summons: Total: 130
 - Moving Violations: 51
 - Non-Moving: 35
 - DWI: 7
 - Boro Ordinance: 37

(Statistical Information is from May 1 – 31, 2011)

Building and Housing

Mayor Nolan said he received an email that on June 30th, PTAK Towers will be celebrating its 25th Anniversary at PTAK Towers from 3 pm to 6 pm.

Parks and Recreation

Mr. Hill said they are moving in to the next season, beach cleaning operations have started with the contractor and the DPW is cleaning the tide line. He explained the various children and adult programs that were held in May. They are beginning registration for their Summer Kidfest program. He is also doing interviews for summer staff. The County Office on Aging did an overview of the services offered by the County to seniors. The seniors had their annual Memorial Day lunch that was well attended. The weekly water testing results, provided by the County Health Department, are posted on the Monmouth County website. They are getting ready for the summer programs. There will be indoor and outdoor movies during the summer.

Department of Public Works

Mr. Hill explained that they are working on potholes. He continued to read thru his report. They are working on a grass cutting schedule. They are doing brush pick up and also doing various repairs needed in the parks.

Mr. Francy commented that there are stacks of mattresses on Miller Street. He stated that it has been out for weeks.

Mr. Hill said that bulk pick up starts this month. He will have Code Enforcement get involved in that.

Mayor Nolan suggested having him write a summons. A warning must be sent to the landlord.

Public Relations:

No report at this time.

Environmental Shade Tree:

Mr. Francy spoke of the presentation on Google Earth. He has received good reviews. They also have a proposal for an overlook park that will be discussed later in other business.

Administration:

Mr. Hill read thru his report.

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Borough Administrator's Report June 1, 2011 T. Hill

- 1 Letter submitted to Community Development Block Grant program regarding automating generators approved as per county response of 4/18. Will follow up with T& M for getting this underway.
- 2 Attended NJDEP public hearing on beach access – see draft of letter to be sent on June 2, 2011.
- 3 Recycling yard personnel back on regular schedule --- have some issues with bulk-type items being thrown over the fence into yard when
- 4 Bulk pick-up scheduled for June –
- 5 South Bay & Shore Dr. Lot – looking into basic signage as per dogs allowed – reports of non-clean up at South Bay by those who are using area
- 6 Barry Hefferman asked about possible naming of fishing trophy for annual event (Highlands Striper Cup) – placement at borough hall showcase if allowed
- 7 As per energy efficient audit & Energy Efficient Program - Hutchinson has installed lighting at DPW and scheduled energy efficient boiler replacement at Community Center as part of this program
- 8 Following up with bulkhead failure along Miller Street Beach – property owner has been notified – DPW and Code Enforcement are involved at this point.
- 9 Memo sent to all departments regarding Motor Vehicle Policy – review to be conducted by all department heads and Disclosure Notifications to be returned by all borough employees / volunteers who are impacted.
- 10 Tax Sale – refer to Mr. Pfeffer for info.
- 11 Working with AH Borough regarding mechanic & repairs to equipment & vehicles – busy schedule as per equipment needs.

Public Safety –

See Chief's Report (reviewed in his absence)

Department of Public Works – (as per Reggie Robertson)

- 1 Grass cutting of parks and designated public areas has been implemented weekly (24+ areas being maintained)
- 2 Repaired and painted picnic benches for distribution in parks / beach areas
- 3 Leaves and Brush picked up through May as per the schedule in all 4 zones
- 4 Finished installation of spindles on rear deck at borough hall
- 5 Pothole filling – approx. 12 tons of cold patch throughout town – ongoing
- 6 Installed berm along Bayside Drive where pavement / roadway was severely cracked to help with water runoff
- 7 Bulk permit pickups as requested
- 8 Met with T&M regarding upcoming road repair jobs
- 9 Picked up 22 yards of mulch for park floral areas
- 10 Installed approx. 75 yard playground safety surface material at Huddy, Veterans and Community Center
- 11 – Other: followed up with 3 sewer complaints, regular rounds of park garbage removal, met with insurance adjuster for snow storm vehicle damage, mark outs done for sewer lines, had pump at Waterwitch lift station repaired.

Bldg & Housing –

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Following up with Code Enforcement & B/H. Meeting with Mr. Mercado and Mr. Vitale on a regular basis.

Substandard Housing – Mr. Vitale is following up with 150 Navesink Ave. to ensure that all utility dis-connects are in place. NJNG check was sent this week and Mr. Vitale will have updates from JCP&L, NJ American, and sewer disconnects.

Monmouth Housing Alliance has been contacted for potential Middletown COAH obligation. (Referred to Mr. Halfacre)

Parks and Recreation

- 1 Beach Cleaning operations have started with contractor doing beach sifting and DPW doing shoreline as requested. Beach opening scheduled late June w/ LG's.
- 2 Programs held throughout May – Kids on the Move, 4-H Club, 4-H Science, Tae Kwon Do, Adult Art Program, Pitch, Hit and Run Event, Girls Scouts, Boating Safety
- 3 Summer Kidfest program registration has begun – Program runs July 5 to Aug. 19
- 4 Seasonal Applications and interviews conducted for Summer staff, Summer Food Staff and Lifeguarding positions.
- 5 Senior Citizen Programs – Monmouth County Office on Aging overview, lunch / bingo & annual Memorial program held in May.
- 6 Weekly water quality testing and Coastal Monitoring Reports are being conducted with results available on line at the Monmouth County Health Department web site
- 7 Summer Food Service Grant approval pending – for July 5th start-up.

END 6/1/11

Mr. Hill received a note from Dale Leubner of T&M regarding a drainage project on the Valley Street pump station where a pipe currently exists. It is on private property. He is letting us know that we need to relocate it. The cost to prepare the documents and submit them is \$6500.00.

Mr. Pfeffer stated that there are enough funds in the general engineering for drainage project. We may need to amend professional services for general engineering. We can address when it needs to be done.

Mayor Nolan directed Mr. Hill to notify T & M to move forward with the project and will do a resolution for next meeting.

Mr. Hill spoke about vehicles repairs and their status.

Library:

Ms. Ryan stated there is no report at this time.

Highlands Business Partnership:

Ms. Braswell said the HBP was interviewed on Comcast news today. They were able to advertise many of our locals businesses and events. The Craft Show was successful. The Zoning Recommendation Report has been prepared for Mayor and Council and will be submitted next week. The farmer's market would like to start earlier, looking for permission. They are getting ready for the PTAK celebration and the Clamfest. They are waiting for the irrigation to be installed at Miller Hill for their water project. They are waiting for permits.

Mayor Nolan is ok with starting the farmer's market early. Check with Mr., Hill to make sure there is no conflict. He mentioned the suggestions for the possible ordinance that has been brought up. They asked for a few changes. They had a very productive meeting.

AHHRSA

No report at this time.

Other Business:

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Block 40 Lot 11.01 Environmental Commission Proposed Overlook Park:

Mrs. Cummins explained that this is a borough owned property and the Environmental Commission proposed an overlook park. This was briefly discussed at the last council meeting and carried to this meeting.

Mayor Nolan stated that there have been a few suggestions on uses of this property. All are being taken in to consideration and will have an update by the next meeting.

Memoria Project:

Mrs. Cummins stated that we received a request for a postponement.

Mayor Nolan said they want to finish for the 10 year anniversary.

Mr. Halfacre will contact their attorney to set up a meeting.

Council continued discussion about previous meetings.

Don Manrodt said the VFW never received drawings or attended a meeting.

Mayor Nolan stated that Mr. Connelly will show the VFW and the American Legion the drawings.

Mr. Francy wants to know if what is being proposed is acceptable to the Veterans.

Council continued to discuss.

Mr. Connelly will bring back to the table, the veteran groups opinions.

Mr. Halfacre will wait to contact attorney, until after the veteran groups have viewed all the information.

Hawley Memorial Foundation:

Mrs. Cummins said this was a request from Mr. O'Neil, for the Borough to take out an ad and purchase tickets for luncheon.

Council agreed to purchase 10 tickets.

Approval of Minutes:

Mrs. Cummins read the dates of minutes for approval which are; April 6, 2011 Regular, May 4 Executive & Regular, May 18, 2011 Executive & Regular.

(Mr. O'Neil & Mr. Francy were absent at May 18th meeting)

Mrs. Cummins stated that on the May 4th minutes, there are some corrections, the heading changed to workshop/regular meeting and to also add Mr. Hill and Mr. Halfacre as being present at this meeting. There were also some font changes and typos that were corrected.

Mayor Nolan offered the minutes with changes for approval, seconded by Ms. Kane and all were in favor on the following roll call vote:

ROLL CALL:

AYES: Mr. Connelly, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: Mr. O'Neil

ABSTAIN: Mr. Francy (May 18th meeting)

Mr. Halfacre stated that he had received correspondence from Mr. Wilson about Marina on the Bay.

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He explained problems with the condos and money in escrow. He will speak with Mr. Hill and report back.

Mr. Francy spoke about the minutes for meetings. What are the statutory laws to minutes? He wants to give Mrs. Cummins the support she needs to get them done.

Mayor Nolan was in agreement to send them out to be transcribed to help get caught when necessary.

Public Portion:

Carol Bucco of 330 Shore Drive asked about the public hearing of an ordinance revision of O-11-4 Salary Amendment. Not on the website.

Mrs. Cummins will make sure it is on the website and get her a copy.

Mrs. Bucco asked about an OPRA request for the Fire Department. She mentioned that the Borough Attorney said it's a 5013C and not subject to OPRA.

Mr. Halfacre said the Borough keeps records of permits issued and they are subject to OPRA but the Borough does not maintain all Fire Department records. The records she is seeking were a Fire Company document.

Discussion continued.

Mr. Halfacre commented that the records she requested have been responded to by the Borough. With in the OPRA law, there is a process to appeal. She can speak with Mrs. Cummins as to the process.

Tara Ryan of 17 Ocean Street hopes there is a compromise with the Memoria Project. She spoke of the town wide yard sale and where to get the map.

Ms. Kane stated that it will be available on the website and in Borough Hall.

Don Manrodt of 268 Bayside Drive spoke of the Exxon proposal. In the next few weeks, they will be putting mats down to fix the odor. They will also plant trees to help absorb water. He asked about the tax appeals.

Mr. Pfeffer commented that some towns are going in the next few weeks. He does not know the schedule.

Mrs. Cummins stated that the county sends notices to each person, we do not get involved.

Carla Braswell of 62 Gravelly Point Road commented on a property that had tenants move out and they have large pile garbage by the road.

Mayor Nolan said he will have Mr. Hill speak to the Chief of Police tomorrow.

Mayor Nolan reminded all to vote on Tuesday.

There were no further questions or comments from the public.

Mayor Nolan offered a motion to adjourn the meeting, seconded by Ms. Kane and all were in favor.

The Meeting adjourned at 9:16 P.M.

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