

**Borough of Highlands  
Mayor & Council  
Regular/Workshop Meeting  
December 19, 2012**

Ms. Kane called the meeting to order at 7:19 p.m.

Mrs. Cummins read through the following statement: As per requirement of P.L. 1975, Chapter 231. Notice is hereby given that this is a Work Shop/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. Redmond, Mr. Francy, Ms. Kane  
**Late Arrival:** Mr. O'Neil arrived at 7:21 p.m., Mayor Nolan arrived at 7:29 p.m.  
**Also Present:** Carolyn Cummins, Borough Clerk  
Tim Hill, Borough Administrator – arrived at 7:29 p.m.  
Steve Pfeffer, Chief Financial Officer  
Bruce Padula, Labor Attorney

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**Executive Session Resolution**

Ms. Kane offered the following Resolution and moved its adoption:

**R-12-263  
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:** Hope for Highlands – Possible Litigation
- 2.Contract:**
- 3.Real Estate:**
- 4. Personnel Matters:** DPW Supervisor Position, Temp Employees
- 5. Attorney-Client Privilege:** Zoning Officer Position, Plumbing Inspector

**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. Any matter which, by express provision of Federal Law, State statute or rule of court shall be rendered confidential or excluded from public discussion. Rendered confidential by Federal law or that if disclosed would impair receipt of Federal funds.**
- 2. Any matter in which the release of information would impair a right to receive funds from the federal government.**
- 3. Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or**

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condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

4. Any collective bargaining agreement, or the terms and the conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body.

5. Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investments of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.

6. Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of law

7. Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing Co. v. New Jersey Expressway Authority*, 124, NJ 478 (1991).

9. Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

**BE IT FURTHER RESOLVED** that action may be taken after the executive session.

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

**ROLL CALL:**

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

**The Governing Body then entered into Executive Session.**

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Mayor Nolan called the meeting back to order at 8:13 p.m.

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

**ROLL CALL:**

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

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**Consent Agenda:**

**Ms. Kane offered the following Resolution and moved on its adoption:**

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**R-12-264  
RESOLUTION APPROVING  
THE EXTENSION OF TAX PERIOD**

WHEREAS, due to the effects of Hurricane Sandy, The Governing Body had extended the due date for tax payments to November 30, 2012, and

WHEREAS, since then, the tax collection office has received numerous statements from taxpayers and mortgage companies indicating that a payment was sent to the Borough of Highlands but never received and posted by the tax office.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands, County of Monmouth, New Jersey, that the tax collector use judgment when determining that a taxpayer has tried to make payment and waive the interest penalty on a case by case basis until December 31, 2012.

Seconded by Mayor Nolan and adopted on the following roll call vote:

**ROLL CALL:**

**AYES:** Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** None

Ms. Kane offered the following and moved its adoption:

**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

**R-12-265  
RESOLUTION – COMPENSATED ABSENCE-RETIREMENT**

WHEREAS, Reggie Robertson has been employed by the Borough of Highlands as a senior road repairer since August 11, 1986 ; and

WHEREAS, on December 31, 2012 Reggie Robertson will retire; and

WHEREAS, Reggie Robertson is entitled to compensated absence benefits for his accrued sick time of 263 hours equating to \$8,307.75 (amount subject to minor changes including rounding); said benefits are in accordance with Borough Ordinance 95-29, Personnel Policy Manual and the collective bargaining agreement between the Borough of Highlands and the Communications Workers of America Local 1032 effective January 1, 2012-December 31, 2014 as authorized by Resolution 12-186; and

WHEREAS, in accordance with N.J.S.A. 40A:9-165, the governing body must authorize all benefits, and;

WHEREAS, before any payment is made, the Chief Financial Officer must certify that sufficient documentation exists as to the amount of the accumulated absence, and that funds are available to pay the amount due.

NOW, THEREFORE, BE IT RESOLVED the Governing Body of the Borough of Highlands that subject to the certification of funds availability by the Chief Financial Officer, that Reggie Robertson receive the aforementioned compensated absence benefits.

**Certification of Funds: Trust Fund – Reserve for Accumulated Leave**

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**Stephen Pfeffer  
Chief Financial Officer**

Seconded by Mayor Nolan and adopted on the following roll call vote:

**ROLL CALL:**

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

Ms. Kane offered the following resolution and moved for its adoption:

**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH  
R-11-267**

**RESOLUTION – AUTHORIZING PAYMENT OF ACCUMULATED  
SICK LEAVE**

**WHEREAS, both Carolyn Cummins, Borough Clerk and Tim Hill, Borough Administrator have requested payment for five unused sick days; and**

**WHEREAS, the Borough Council of the Borough of Highlands hereby authorizes the Chief Financial Officer to allow Carolyn Cummins, Borough Clerk and Tim Hill, Borough Administrator the opportunity to cash out up to five (5) sick days for calendar year 2012; and**

**NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highlands that the Chief Financial Officer is hereby authorized to pay both Carolyn Cummins and Tim Hill for five (5) sick days for calendar year 2012. Said paid sick days will be deducted from both Carolyn Cummins and Tim Hills accumulated sick leave balance.**

Seconded by Mayor Nolan and adopted on the following roll call vote:

**ROLL CALL:**

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

Ms. Kane offered the following Resolution and moved on its adoption:

**R-12-268  
AUTHORIZING REFUND OF TAX OVERPAYMENT**

**WHEREAS, the Tax Collector of the Borough of Highlands has reviewed the rolls and determined that certain monies are due and payable by the Borough of Highlands to certain residents and property owners within the Borough of Highlands, as a result of an overpayment of taxes, and**

**WHEREAS, the Tax Collector recommends the immediate reimbursement of the excess funds currently collected by the Borough of Highlands to certain enumerated individuals,**

**NOW, THEREFORE 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 Tax Collector is authorized to immediately refund and pay the overpayment of taxes to the**

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individuals and property owners of the specific properties listed below, and attached hereto:

BLOCK	LOT	YEAR	AMOUNT	NAME
80	21	2012	\$503.56	Linda Graybill
		2013	36.68	31 LLewellyn Ave Bloomfield, NJ 07003

This overpayment is refunding the taxpayer for a double payment made by a mistake by the bank.

Seconded by Mayor Nolan and adopted on the following roll call vote:

**ROLL CALL:**

**AYES:** Mr. Redmond, Mr. O’Neil, Mr. Francy, Ms. Kane, Mayor Nolan  
**NAYES:** None  
**ABSENT:** None  
**ABSTAIN:** None

Ms. Kane offered the following resolution and moved for its adoption:

**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH  
R-12-269**

**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 TY 2012 Budget Appropriations be made as follows:

CURRENT FUND -----	FROM -----	TO -----
<b>Beachfront:</b>		
Salaries & Wages	\$ 2,683.50	
<b>Community Center:</b>		
Salaries & Wages	8,316.50	
<b>Tax Collector:</b>		
Other Expenses		\$ 2,000.00
<b>Police Dispatch:</b>		
Salaries & Wages		6,000.00
<b>Fire Prevention:</b>		
Salaries & Wages		1,000.00
<b>Streets:</b>		
Salaries & Wages		2,000.00
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	\$ 11,000.00	\$ 11,000.00

Seconded by Mayor Nolan and adopted on the following roll call vote:

**ROLL CALL:**

**AYES:** Mr. Redmond, Mr. O’Neil, Mr. Francy, Ms. Kane, Mayor Nolan  
**NAYES:** None  
**ABSENT:** None

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**ABSTAIN: None**

**Ms. Kane offered the following and moved its adoption:**

**R-12-270  
RESOLUTION – CHANGE ORDER #2  
BLACK ROCK ENTERPRISES, LLC  
DECREASE OF \$.01  
2011 ROAD IMPROVEMENT PROGRAM PROJECT**

**WHEREAS, a contract was awarded for Black Rock Enterprises, LLC as follows:**

<b>R-12-60</b>	<b>March 7, 2012</b>	<b>\$399,345.28</b>	
<b>R-12-169</b>	<b>July 18, 2012</b>	<b>- \$8.24</b>	<b>Change Order #1</b>

**WHEREAS, change order # 2 dated December 13, 2012 prepared by T & M Associates, professional engineers, sets forth reasons for said change order (adjustments of the original bid quantities to reflect as built quantities ),**

**NOW, THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Highlands that change order #2 decreasing the original contract amount by \$.01 is hereby authorized for the 2011 Road Improvement Program Project. The contract amount is hereby amended to \$399,337.03.

**Certification of Funds:**

**I hereby certify that funds are available for this contract from Ordinance 11-12.**

**NO CERTIFICATION NECESSARY**

**Stephen Pfeffer  
Chief Financial Officer**

**Seconded by Mayor Nolan and adopted on the following roll call vote:**

**ROLL CALL:**

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

**Ms. Kane offered the following and moved its adoption:**

**R-11-271  
RESOLUTION – CHANGE ORDER #4  
FIORE PAVING COMPANY  
DECREASE OF \$.10  
HIGHLAND AVENUE AREA ROAD IMPROVEMENTS**

**WHEREAS, a contract was awarded for Fiore Paving Co., Inc. as follows:**

<b>R-11-176</b>	<b>July 20, 2011</b>	<b>\$1,186,325.00</b>	
<b>R-11-202</b>	<b>November 2, 2011</b>	<b>\$ -0-</b>	<b>Change Order #1 No Change</b>
<b>R-11-231</b>	<b>December 7, 2011</b>	<b>\$ -1.99</b>	
<b>R-12-165</b>	<b>July 18, 2012</b>	<b>\$ -72.00</b>	

**WHEREAS, change order # 4 dated December 13, 2012 prepared by T & M Associates, professional engineers, sets forth reasons for said change order (adjustments of**

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the original bid quantities to reflect as built quantities and the addition of supplementary items ),

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Highlands that change order #4 decreasing the original contract amount by \$.10 is hereby authorized for the Highland Avenue Area Road Improvements Project. The contract amount is hereby amended to \$1,186,250.91.

**Certification of Funds:**

I hereby certify that funds are available for this contract from Ordinance 10-14.

**NO CERTIFICATION NECESSARY**

**Stephen Pfeffer  
Chief Financial Officer**

**Seconded by: Mayor Nolan and adopted on the following roll call vote:**

**ROLL CALL:**

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

**Ms. Kane offered the following Resolution and moved on its adoption:**

**R-12-272  
RESOLUTION  
APPROVING RAFFLE LICENSE  
APPLICATION NO. RA#1317-12-24  
HIGHLANDS BUSINESS PARTNERSHIP**

**WHEREAS, the Highlands Business Partnership has submitted Raffle License Applications No. RA1317-12-24 for a drawing to be held on March 24, 2013.**

**NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that Raffle License Applications RA#1317-12-24 for the Highlands Business Partnership is hereby approved and the Borough Clerk is authorized to sign off on licenses.**

**Seconded by Mayor Nolan and adopted on the following roll call vote:**

**ROLL CALL:**

**AYES: Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan  
NAYES:  
ABSENT:  
ABSTAIN:**

**Ms. Kane offered the following Payment of Bills and moved on its approval for payment:**

**RECAP OF PAYMENT OF BILLS  
12/19/2012**

<b>CURRENT:</b>		<b>\$ 216,685.29</b>
Payroll	( 12/15/2012)	<b>\$ 145,004.83</b>
Manual Checks		<b>\$ 56,751.21</b>
Voided Checks		<b>\$</b>
<b>SEWER ACCOUNT:</b>		<b>\$ 2,368.55</b>
Payroll	(12/15/2012)	<b>\$ 5,878.49</b>
Manual Checks		<b>\$ 3,561.98</b>

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Voided Checks		\$
<b>CAPITAL/GENERAL</b>		<b>\$ 148,707.23</b>
<b>CAPITAL-MANUAL CHECKS</b>		<b>\$</b>
Voided Checks		<b>\$</b>
<b>WATER CAPITAL ACCOUNT</b>		<b>\$</b>
<b>TRUST FUND</b>		<b>\$ 3,845.45</b>
Payroll	(12/15/2012)	<b>\$</b>
Manual Checks		<b>\$</b>
Voided Checks		<b>\$</b>
<b>UNEMPLOYMENT ACCT-MANUALS</b>		<b>\$</b>
<b>DOG FUND</b>		<b>\$</b>
<b>GRANT FUND</b>		<b>\$</b>
Payroll	(12/15/2012)	<b>\$</b>
Manual Checks		<b>\$</b>
Voided Checks		<b>\$</b>
<b>DEVELOPER'S TRUST</b>		<b>\$</b>
Manual Checks		<b>\$</b>
Voided Checks		<b>\$</b>

**THE COMPLETE PAYMENT OF BILLS IS AVAILABLE IN  
THE CLERK'S OFFICE FOR ANYONE THAT WISHES TO REVIEW THE LIST.**

**SUPPLEMENTAL BILL LIST  
December 19 2012**

**CURRENT FUND**

Bay 19 LLC	Lease Bay Avenue December 2012	3,500.00
Bay 19 LLC	Lease Bay Avenue January 2013	3,500.00
Broadview Networks	Telephone Service 10/28/12-11/27/12	2,953.62
Future Sanitation	Tipping Fees 12/1/12-12/14/12	5,949.00
Great American Leasing	Copier Leases	255.22
Highlands Board of Education	Reimb. - Electrical Services - Generator Hookup	520.00
JCP & L	Traffic Lights 11/03/12-12/04/12	1,271.85
Swanton Fuel	Unleaded 12/12/12	2,391.77
T & M Associates	Irene Flooding - Washington Ave - Captain's Cove	2,091.50
T & M Associates	Snug Harbor Sediment Sampling	286.00
T & M Associates	Snug Harbor Rredging Permits	5,512.75
<b>Total Current Fund</b>		<b>24,731.71</b>

**CAPITAL FUND**

T & M Associates	Washington Ave Repairs	823.25
<b>Total Capital Fund</b>		<b>823.25</b>

**GRANT FUND**



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**Total Grant Fund** **0.00**

**SEWER UTILITY FUND**

<b>JCP &amp; L</b>	<b>MUA 11/03/12-12/04/12</b>	<b>373.42</b>
<b>T &amp; M Associates</b>	<b>General Sewer</b>	<b>139.00</b>

**Total Sewer Utility Fund** **512.42**

**TRUST FUND**

**Total Trust Fund** **0.00**

**Total Supplemental Bill List** **26,067.38**

**Seconded by Mayor Nolan and approved for payment on the following roll call vote:**

**ROLL CALL:**

**AYES:** Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** None

**Minutes Approved on Consent Agenda:**

There were no minutes on for approval.

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**Other Resolutions:**

**Resolution R-12-244:**

**R-12-244 Resolution Appointing Housing Auth Member:**

Mayor Nolan offered a motion to carry Resolution R-12-244 to the January 1<sup>st</sup>, 2013 meeting, seconded by Ms. Kane, and all were in favor on the following roll call vote:

**ROLL CALL:**

**AYES:** Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** None

**Resolution R-12-257:**

**R-12-257 Resolution Appointing Temporary Employees:**

Mayor Nolan offered a motion to carry Resolution R-12-257 to the January 1<sup>st</sup>, 2013 meeting, seconded by Ms. Kane, and all were in favor on the following roll call vote:

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**ROLL CALL:**

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

**Resolution R-12-266:**

**R-12-266 Resolution Appointing P.W. Road Repairer/Supervisor:**

Mayor Nolan offered a motion to carry Resolution R-12-266 to the January 1st, 2013 meeting, seconded by Ms. Kane, and all were in favor on the following roll call vote:

**ROLL CALL:**

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

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**Ordinances: 2<sup>nd</sup> Reading, Public Hearing & Adoption:**

**O-12-23:**

**Ordinance O-12-23 Salary Ordinance:**

Mrs. Cummins read the title of Ordinance O-12-23 for 2nd reading and public hearing. Notice was served and published in the November 30<sup>th</sup>, 2012 edition of the Two River Times. It may now be open for public hearing.

There were no questions.

Mayor Nolan closed the public hearing.

Mrs. Cummins read the title of Ordinance O-12-23 for the third and final reading and adoption.

Mayor Nolan offered the following Ordinance pass third, final reading and adoption and moved on its adoption and authorized its publication according to law:

O-12-23

AN ORDINANCE ESTABLISHING SALARIES AND FIXING THE COMPENSATION OF  
CERTAIN BOROUGH EMPLOYEES OF THE BOROUGH OF HIGHLANDS FOR 2012

BE IT ORDAINED by the Mayor and Council of the Borough of Highlands, a municipal Corporation of the State of New Jersey;

Section 1. The annual salaries and compensation exclusive of longevity benefits of the officers and employees holding the offices or positions hereinafter described shall be shown on Schedule A, annexed hereto, for 2012 and beyond unless amended, payable semi-monthly unless herein described.

Except as provided by labor contract, all salary ranges shall constitute minimum and maximum to be determined by subsequent Resolution of the Mayor and Council within those limits.

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Section 2. OTHER POSITIONS AND DUTIES

A. All other persons employed by the Borough not otherwise mentioned herein shall be paid at a rate to be fixed by a Resolution of the Mayor and Council.

B. Additional duties associated with the administration of grants awarded to the Borough may be compensated out of the proceeds of said grants at a rate to be fixed and determined by Resolution of the Mayor and Council.

Section 3. LONGEVITY BENEFITS.

There shall be no longevity benefit other than where the benefit is specifically mandated by agreement or contract.

Section 4. EFFECTIVE DATE:

The salaries and compensation set forth herein shall be effective and payable as of and after January 1, 2012 unless otherwise set forth by contract or agreement..

Section 5. REPEALED

All ordinances or parts of ordinances inconsistent with this ordinance are hereby superseded.

Section 6. IMPLEMENTATION

This ordinance shall take effect immediately upon its passage and publication in accordance with law.

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1. POSITIONS OUTSIDE COLLECTIVE BARGAINING UNITS

DEPARTMENT OF ADMINISTRATION	Minimum	Maximum
Mayor	\$3,000	\$3,000
Council Members	\$2,500	\$2,500
Municipal Administrator	\$75,000	\$90,000
Municipal Clerk	\$40,000	\$55,000
Assessment Searcher	\$3,000	\$3,000
Registrar of Vital Statistics	\$500	\$500
Deputy Municipal Clerk      Part Time	\$4,000	\$4,000
Secretary, Planning Board	\$5,500	\$5,500
Secretary, Zoning Board	\$5,500	\$5,500
Secretary to Borough Administrator	\$1,000	\$1,000
Emergency Management Coordinator	\$3,650	\$3,650
 DEPARTMENT OF FINANCE		
Chief Financial Officer      Part Time	\$30,000	\$67,000
Tax Searcher	\$3,000	\$3,000
Purchasing Agent      Part Time	\$7,000	\$10,000
Cashier, Typist      Hourly	\$10.00	\$17.00
 MUNICIPAL COURT		
Judge of Municipal Court	\$15,000	\$18,000
Municipal Prosecutor	\$14,000	\$17,000
Public Defender	\$3,500	\$5,000
Special Sessios (Per Session)		
Judge of Municipal Court	\$500	\$500
Municipal Prosecutor	\$350	\$350
Public Defender	\$350	\$350
Court Administrator	\$250	\$350

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Deputy Court Administrator			\$150	\$300
POLICE				
Chief of Police			\$114,151	
Juvenile Officer			\$1,000	\$1,000
Special Officer - Hourly				
Class I Hourly			\$8.50	\$15.00
Class II	Hourly		\$15.00	\$25.00
BUILDING AND HOUSING				
Fire Official	Part Time		\$18,000	\$25,000
Fire Inspector	Hourly		\$10.00	\$18.00
Clerical Office Help	Hourly	Minimum Wage	\$17.00	
DEPARTMENT OF PUBLIC WORKS				
Acting Supervisor			\$2,500	\$3,500
Sewer Operator License			\$3,500	\$5,000
Recycling Coordinator	Part Time		\$2,000	\$3,500
Laborer		Minimum Wage	\$15.00	
Snow Removal Driver	Hourly		\$15.00	\$25.00
DEPARTMENT OF RECREATION				
Recreation Assistant			\$8.00	\$13.00
Recreation Aid			\$7.50	\$11.00
Recreation Leader			\$11.00	\$15.00
Clerical Office Help	Hourly	Minimum Wage	\$17.00	
Summer Seasonal:				
Supervisor			\$16.50	\$19.00
Programmer			\$12.50	\$16.00
Recreation Aid			\$7.50	\$12.00
Laborer			\$10.00	\$13.00
Summer Food:				
Food Preparation		Minimum Wage	\$10.00	
Record Keeper			\$9.00	\$12.00
Director			\$15.00	\$20.00

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Life Guards	\$7.50	\$17.00
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DEPARTMENTS NOT ESTABLISHED

Clerical Office Help	Hourly	Minimum Wage	\$15.00	
Seasonal Employees	Hourly	Minimum Wage	\$15.00	

2. UNITED FOOD AND COMMERCIAL WORKERS UNION, LOCAL 56

DEPARTMENT OF FINANCE

Tax Assessor	Part Time		\$20,000	\$25,000
Tax Collector	Part Time		\$20,000	\$29,000

BUILDING AND HOUSING

Construction Code Official	Part Time		\$18,000	\$29,000
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Including:

Electrical Sub Code Official

Flood Plain Review Officer

Property Maintenance Officer	Part Time		\$15,000	\$23,000
Zoning Officer	Part Time		\$8,000	\$12,000
Code Enforcement Officer			\$20,000	\$45,000

PUBLIC WORKS

Supervisor of Public Works	\$35,000	\$80,000
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RECREATION

Recreation Director	\$35,000	\$80,000
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3. COMMUNICATIONS WORKERS OF AMERICA (CWA) LOCAL 1032

BUILDING AND HOUSING

Secretary,Licensing Clerk	\$20,000	\$31,000
Secretary,Licensing Clerk	Hourly Minimum Wage	\$18.00
Fie Sub Code Official	Part Time	\$8,000
Plumbing Sub Code Official	Part Time	\$7,000

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DEPARTMENT OF FINANCE

Tax Clerk			\$20,000	\$33,000
Tax Clerk	Hourly	Minimum Wage	\$17.00	
Cashier/Sewer Clerk			\$20,000	\$33,000
Payroll Clerk			\$25,000	\$40,000

MUNICIPAL COURT

Court Administrator			\$40,000	\$55,000
Deputy Court Administrator	Hourly		\$15.00	\$22.00

DEPARTMENT OF PUBLIC WORKS

Senior Road Repairer			\$45,000	\$67,000
Equipment Operator			\$45,000	\$63,000
Road Repairer			\$30,000	\$44,000
Water-Sewer Repairer			\$30,000	\$44,000
Truck Driver			\$30,000	\$62,000
Recycling Yard Attendant	Hourly		\$10.00	\$15.00

RECREATION

Recreation Assistant	Full Time	Hourly	\$15.00	\$20.00
Recreation Assistant	Part Time		\$8.00	\$13.00
Recreation Aid	Part Time		\$7.50	\$12.00
Recreation Leader	Part Time		\$11.00	\$15.00

POLICE DEPARTMENT

Communications Operator	Hourly		\$9.50	\$21.00
Crossing Guards			\$9.50	\$16.00
Records Clerk			\$25,000	\$45,000

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

**Roll Call:**

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

**O-12-24**

**O-12-24 Tax Abatement Ordinance:**

Mrs. Cummins read the title of Ordinance O-12-24 for 2nd reading and public hearing. Notice was

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served and published in the November 30th, 2012 edition of the Two River Times. It may now be open for public hearing.

There were no questions from the public.

Mayor Nolan closed the public hearing.

Mrs. Cummins read the title of Ordinance O-12-24 for the third and final reading and adoption.

Mayor Nolan offered the following Ordinance pass third, final reading and moved on its adoption and authorized its publication according to law:

**O-12-24**

**AN ORDINANCE AMENDING AND RENEWING SECTIONS 2-8.5 THROUGH 2-8.9  
ENTITLED "EXEMPTION AND ABATEMENT FROM TAXATION PURSUANT TO N.J.S.A.  
40A:21-1 ET SEQ." TO PROVIDE FOR A FIVE-YEAR TAX EXEMPTION FOR  
IMPROVEMENTS TO AND CONSTRUCTION OF RESIDENTIAL, COMMERCIAL AND  
INDUSTRIAL STRUCTURES WITHIN THE BOROUGH**

WHEREAS, the Borough of Highlands previously adopted the provisions of N.J.S.A. 40A:21-1 et seq., the Five-Year Exemption and Abatement Law; and

WHEREAS, former Borough Ordinance § 2-8.5 et seq. expired as a matter of law; and

WHEREAS, the governing body wishes to readopt such an ordinance to encourage construction and rehabilitation of residential, commercial and industrial structures within the Borough; and

WHEREAS, Resolution R-12-203, referred to and approved by the Planning Board on September 13, 2012 with a memorializing resolution approved on October 11, 2012, was adopted by the Governing Body on September 19, 2012 and determined that the entire Borough of Highlands should be designated an area in need of rehabilitation; and

WHEREAS, the provisions of R-12-203 of the Mayor and Council, adopted on September 19, 2012, shall be incorporated herein by reference; and

WHEREAS, the current Mater Plan encourages the use of rehabilitation laws of the state, such as N.J.S.A. 40A:21-1, to rehabilitate the housing stock of the Borough; and

WHEREAS, the Housing Plan Element of the current Master Plan identifies one of its goals as the rehabilitation of the existing housing stock within the Borough including the rehabilitation of substandard units;

WHEREAS, additional goals contained within Housing Plan Element include: (a) reestablishing a housing rehabilitation program within the Borough; (b) identifying commercial and industrial properties that are suitable for adaptive re-use and encourage their redevelopment for mixed use with housing on



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upper floors; and (c) recognize the potential of vacant, underutilized and deteriorated properties for in-fill residential development; and

WHEREAS, the Mayor and Council find that enacting the provisions of N.J.S.A. 40A:21-1 et seq. and this Ordinance will be part of the effort to satisfy the aforementioned goals and address the other concerns contained in the Master Plan.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Highlands, Monmouth County, New Jersey as follows:

SECTION ONE.

The Borough hereby readopts and supplements the provisions of Borough Code Sections 2-8.5 through 2-8.9 in the following form:

2-8.5 Exemption and Abatement From Taxation Pursuant to N.J.S.A. 40A:21-1.

a. Purpose. The Borough of Highlands seeks to encourage property owners to improve their property by offering certain tax incentives for limited periods of time upon completion of improvements or conversion or construction of structures as defined by law. Any exemption provided by this section shall not exceed five (5) years. In accordance with N.J.S.A. 40A:21-1 et seq., the eligibility for exemptions provided by this ordinance shall expire in ten (10) years.

b. Definition of Terms. Unless otherwise specifically provided in this section the definition of all words and terms used in this section shall be those provided in N.J.S.A. 40A:21-1 entitled "The Five-Year Exemption and Abatement Law" (hereinafter referred to as "the Exemption Law").

c. Area In Need of Rehabilitation. In accordance with N.J.S.A. 40A:12A-14 and N.J.S.A. 40A:21-3 and -4, the entire Borough of Highlands is hereby designated an area in need of rehabilitation.

d. Eligibility. All residential and nonresidential structures, including commercial and industrial structures, which qualify pursuant to the Exemption Law, shall be eligible for exemptions from taxation as provided in this section for improvements, conversions, construction or all of these. Additionally, any property seeking an exemption as provided herein (1) must not be delinquent in property taxes owed; and (2) must comply with current zoning code requirements. Any property receiving an exemption pursuant to the provisions herein shall immediately forfeit the exemption should property taxes on the property become delinquent.

e. Exemptions For Improvements to or Construction of Dwellings or Multiple Dwellings, Conversions of Other Buildings to Multiple Dwelling Use. The Borough shall provide the following exemptions to the extent permitted by law and by the provisions of these sections.

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1. Exemptions for improvements to or construction of and conversion to dwellings and multiple dwellings

a. There shall be an exemption from taxation of improvements to dwellings. In determining the value of real property, the Borough shall regard up to twenty-five thousand dollars (\$25,000.00) of the assessor's full and true value of improvements for each dwelling unit primarily and directly affected by the improvement in any dwelling more than 20 years old, as not increasing the value of the property for a period of five years. During the exemption period, the assessment on the property shall not be less than the assessment thereon existing immediately prior to the improvements, unless there is damage to the dwelling through action of the elements sufficient to warrant a reduction.

b. There shall be an exemption from taxation of improvements to multiple dwellings or of conversions of other buildings and structures, including unutilized public buildings, to dwelling use or both.

(i) Tax exemptions for improvements to multiple dwellings shall only be available if the number of units within the multiple dwelling complies with current zoning restrictions either at the time of the improvements or as a result of the improvements.

(ii) Conversions of structures to multiple dwelling use shall not be eligible for the exemptions provided herein.

(iii) In determining the value of real property, the Borough shall regard the assessor's full and true value of improvements for each dwelling unit primarily and directly affected by the improvement in any dwelling more than 20 years old, as not increasing the value of the property for a period of five years. During the exemption period, the assessment on the property shall not be less than the assessment thereon existing immediately prior to the improvements, unless there is damage to the multiple dwelling through action of the elements sufficient to warrant a reduction.

c. There shall be an exemption from taxation of the following portion of the assessed valuation of construction of new dwellings or of conversions of other buildings and structures, including unutilized public buildings, to dwelling use or both, provided that, as a result of the construction or conversion, the structure is in compliance with the current zoning code. In determining the value of the real property, the Borough shall regard the following percentages of the assessor's full and true value of the property as exempt from taxation for a total of five years notwithstanding that the value of the property upon which the construction or conversion occurs is increased thereby.

- |      |            |     |
|------|------------|-----|
| i.   | Year One:  | 30% |
| ii.  | Year Two:  | 24% |
| iii. | Year Three | 18% |
| iv.  | Year Four  | 12% |

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v. Year Five 6%

2. Improvements to Commercial and Industrial Structures. There shall be an exemption from taxation of improvements to all commercial and industrial structures within the Borough. In determining the value of real property, the Borough shall regard up to the assessor's full and true value of the improvements as not increasing the value of the property for a period of five (5) years, notwithstanding that the value of the property to which the improvements are made is increased thereby. During the exemption period, the assessment on the property shall not be less than the assessment thereon existing immediately prior to the improvements, unless there is damage to the structure through action of the elements sufficient to warrant a reduction.

f. Tax Agreements for Exemption for Construction of Commercial or Industrial Structures or Multiple Dwellings. Applicants for exemption from taxation for construction of commercial structures, industrial structures or multiple dwellings shall comply with the following procedures:

1. Complete an application that provides the governing body with all information required by N.J.S.A. 40A:21-9 and its amendments or supplements.

2. After the governing body adopts an ordinance authorizing a tax agreement for the particular project for which the application has been made, enter into an agreement with the governing body for tax exemption which shall provide the applicant to pay the Borough of Highlands in lieu of full property tax payments an amount annually to be computed by the tax phase-in basis set forth in N.J.S.A. 40A:21-10(c) and below:

- (1) In the first full year after completion, no payment in lieu of taxes otherwise due;
- (2) In the second full year after completion, an amount not less than 20% of taxes otherwise due;
- (3) In the third full year after completion, an amount not less than 40% of taxes otherwise due;
- (4) In the fourth full year after completion, an amount not less than 60% of taxes otherwise due;
- (5) In the fifth full year after completion, an amount not less than 80% of taxes otherwise due.

The governing body shall not be required to enter into any agreement if the applicant does not agree to the same formula that the borough determines is in the best interest of the borough.

2-8.6 Date of Deduction.

Such amount as determined in subsection 2-8.5 herein may be deducted from the amount determined by the assessor on October 1 of any year following the date of completion of the improvements to be the true taxable value of the improvements and shall continue to be so treated for each of the five years subsequent to the original determination by the assessor.

2-8.7 Additional Deductions.

Additional improvements which are completed during a period in which the improved property is subject to previously granted extension privileges shall be qualified for additional exemptions under the terms specified herein and the applicable statute.

2-8.8 Written Application Required.

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No exemption shall be granted or allowed except upon written application therefor on approved forms and filed with the assessor within 30 calendar days following the completion of the improvements. It shall be conclusively presumed that improvements shall be deemed complete upon the occurrence of

the earlier of the following events: the issuance of a temporary certificate of occupancy, the occupancy or usage of the premises, or the issuance of a certificate of occupancy. The building inspector shall determine the completion date in accordance with the above, which decision shall be final, and not be subject to any appeal.

2-8.9 Interpretation.

The provisions of N.J.S.A. 40A:21-1 et seq. its amendments and supplements entitled "The Five Year Exemption and Abatement Law," shall apply to those sections of this section that specifically refer to said law and shall be applied to this section for any portion of same that is in need of interpretation.

SECTION TWO

SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION THREE

REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION FOUR

EFFECTIVE DATE. This Ordinance shall take effect after final passage as provided by law.

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

**ROLL CALL:**

**AYES:** Mr. Redmond, Mr. O'Neil, Mr. Francy, Ms. Kane, Mayor Nolan

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** None

**O-12-25:**

**O-12-25 Mutual Aide Agreement w/Atlantic Highlands:**

Mrs. Cummins read the title of Ordinance O-12-25 for 2nd reading and public hearing. Notice was served and published in the December 9<sup>th</sup>, 2012 edition of the Asbury Park Press. It may now be open for public hearing.

Mayor Nolan opened the public hearing.

Mr. Francy asked if there were any monies attached to this.

Mr. Padula stated not at this time. This just gives our offices jurisdiction to operate in Atlantic Highlands.

Mayor Nolan spoke of future possible court agreement.

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Mayor Nolan and Mr. Francy will meet with Atlantic Highlands in January.

Mayor Nolan closed the public hearing.

Mrs. Cummins read the title of Ordinance O-12-25 for the third and final reading and adoption.

Mayor Nolan offered the following Ordinance pass third, final reading and moved on its adoption and authorized its publication according to law:

**BOROUGH OF HIGHLANDS**

**ORDINANCE NO. O-12-25**

**ORDINANCE AUTHORIZING EXECUTION OF MUTUAL AID AGREEMENT WITH THE  
BOROUGH OF ATLANTIC HIGHLANDS REGARDING USE OF SPECIAL POLICE OFFICERS II  
FOR HIGHLANDS MUNICIPAL COURT SECURITY**

WHEREAS, the Borough of Highlands Municipal Building, including Highlands Municipal Court, suffered severe damage as a result of Superstorm Sandy resulting in an emergency and as a result, Highlands Municipal Court will be utilizing the Atlantic Highlands Borough Hall Municipal Court Facilities to conduct its court proceedings; and

WHEREAS, in furtherance of its operations and in order to conduct court proceedings, Highlands Municipal Court utilizes Highlands Special Police Officers II as security officers; and

WHEREAS, N.J.S.A. 40A:14-146.14 permits special law enforcement officer to perform their duties within the jurisdictional limits of another municipality pursuant to a mutual aid agreement; and

WHEREAS, pursuant to N.J.S.A. 40A:14-156.1, it would be appropriate to enter into Mutual Aid Agreement with the Borough of Atlantic Highlands, in order to provide that Highlands Special Police Officers II will have appropriate police powers and authority within Atlantic Highlands for actions or potential actions arising from the Highlands Municipal Court and Highlands Special Officers operating in the Borough of Atlantic Highlands; and

WHEREAS, the Borough of Atlantic Highlands has previously expressed an intent to approve such an agreement; and

WHEREAS, N.J.S.A. 40A:14-156.1 allows two or more municipalities to enter into a mutual aid agreement for mutual police aid in the case of an emergency by way of reciprocal ordinances;

NOW, THEREFORE, BE IT ORDAINED, by the governing body of the Borough of Highlands, County of Monmouth, State of New Jersey, as follows:

SECTION 1: The Borough of Highlands approves the mutual aid agreement in substantially the same form as attached hereto; and

SECTION 2: The Borough Administrator is authorized to execute a Mutual Aid Agreement with the Borough of Atlantic Highlands, County of Monmouth, State of New Jersey, for the Borough of Highlands to use the Borough of Atlantic Highlands Municipal Building and Municipal Court facilities to conduct the Borough of Highlands Municipal Court Proceedings, for the Highlands Special Police Officers II to provide security for the Borough of Highlands court proceedings; and

SECTION 3: SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION 4: REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

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SECTION 5: EFFECTIVE DATE. This Ordinance shall take effect after final passage as provided by law.

Seconded by Mr. Redmond and introduced on the following roll call vote:

**ROLL CALL:**

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

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**Other Business:**

**Borough Engineers Status Report:**

Mr. Leubner gave his report and answered questions from the table.

HGHL-G1201 December 19, 2012

Via First Class Mail & Email

Re: Engineer's Status Report

The following is the status of various projects in which we are involved as Borough Engineer:

**Capital Improvement Projects**

1. **Flood Reduction Program:** Permit applications were submitted to the various agencies on March 4, 2011 and the project plans and specifications submitted to the NJDEP under the EIT program on March 7, 2011. A Tidelands License has been approved by the NJDEP to relocate the Valley Street Pumpstation outfall line to the Borough right-of-way. The permits for the project have been issued by the Army Corps of Engineers on July 7, 2011 and the NJDEP issued CAFRA and Waterfront Development Permits on July 27, 2011. As requested, we have prepared and submitted a cost impact analysis to relocate the proposed pumpstation in Jones Creek to the footbridge adjacent to the community center. A presentation was held on September 20, 2011 to present the anticipated improvements of the overall project. The project has been put on hold. We have requested to be included in the 2014 EIT funding cycle at this time.

2. **2011 Roadway Improvements Project:** T&M Associates has been authorized to design and provide contract administration services for the following roadways:

- **Valley Avenue Resurfacing:** from Highland Ave. to the western terminus
- **Woodland Street Reconstruction:** from Highland Avenue to Prospect Street (NJDOT Local Aid funding: \$160,000)
- **Prospect Street Mill/Overlay:** from Osborne Street to the vicinity east of Woodland Street (NJAW funding: \$38,800)
- **Bay View Street Rehabilitation:** The entire length

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**Bid Date: February 29, 2012**

**Award Date: March 7, 2012**

**Contractor: Black Rock Enterprises, L.L.C., Old Bridge, NJ**

**Amount: \$399,345.28**

- **Preconstruction meeting held on May 4, 2012**
- **Minor concrete work remains on Valley Avenue**
- **Utility delay on Woodland Street due to concerns over leaning utility pole. JCP&L has presented a solution to hold the existing pole.**
- **Letter sent to Contractor requesting him to resume work on October 15, 2012.**
- **Contractor has remobilized to continue drainage work on Woodland Street but is delayed again due to JCP&L forces unable to secure the utility pole at Bay Street due to manpower needed for storm related damages.**
- **Valley Avenue and Bay View Street have been final paved.**
- **Contractor to demobilize for the winter by December 21, 2012.**

**3. The Reconstruction of Highland Avenue: The NJDOT awarded the Borough \$1,184,000.00 in Discretionary Aid for Highland Avenue and the portions of Valley Avenue and Miller Street between Route 36 and Highland Avenue.**

**Bid Date: July 19, 2011**

**Award Date: July 20, 2011**

**Contractor: Fiore Paving Company, Inc., Oceanport, NJ**

**Amount: \$1,186,325.00**

- **A preconstruction meeting was held on August 23, 2011.**
- **Contractor has mobilized and has begun drainage improvements. Gas main relocation by NJNG on Miller Street by Route 36 has been completed.**
- **Water main break on March 16, 2012 has delayed the completion of the drainage installation. Storm sewer has been redesigned to avoid conflicts with the waterman in its current location which differs from the information originally provided to our office during design.**
- **Meeting held with NJAW on April 11, 2012 to review proposed drainage changes. Follow up meeting to be held on April 13, 2012 due to NJAW's uncertainty distinguishing between live and inactive mains.**
- **Project has been substantially completed.**
- **Traffic calming measures have been installed. Speed hump sign has been relocated as requested.**
- **Railings on individual stairways have been installed.**
- **Currently finalizing costs and closeout documentation with the Contractor.**

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4. **The Reconstruction of Bay Avenue:** The NJDOT awarded the Borough \$250,000.00 for the reconstruction of Bay Avenue between Waterwitch Avenue and Central Avenue. The Monmouth County Community Development Block Committee awarded the Borough \$183,603.00 for the reconstruction of Bay Avenue between Central Avenue and Gravelly Point. This project includes drainage improvements to the northern portion of Huddy Park. The plans have been approved by the NJDOT and the Monmouth County Community Development Office. The project was advertised and conditionally awarded as follows:

**Bid Date:** November 30, 2011

**Conditional Award Date:** February 15, 2012

**Contractor:** L&L Paving Company Inc., Tinton Falls NJ

**Amount:** \$387,842.40

- **Concurrence of award has been received by the NJDOT and Monmouth County Community Development.**
- **A pre-construction meeting was held on March 21, 2012.**
- **Project has been substantially completed.**
- **Punchlist items have been addressed.**
- **Sod has been installed in Huddy Park.**
- **Final NJDOT inspection and project closeout documentation have been submitted and are being processed.**

5. **The Dredging of Jones Creek at Snug Harbor:** Permit applications and associated plans are underway.

- **Ongoing discussions with the County.**
- **Scope may change based on recent dredging performed by Borough.**

6. **The Replacement of the North Street Stormwater Pumpstation:** The station was lost during Hurricane Sandy.

- **Pumpstation design is significantly completed.**
- **Operation to be similar to the Valley Street Pumpstation.**
- **Soil boring was performed on November 26, 2012.**
- **A 12" trailer pump is currently in place and utilized as needed until the station can be replaced.**
- **Design is substantially complete.**
- o **Station must be designed higher to be out of the new floodplain per recent ABFE's.**



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- o Working to minimize noise and adhere to NJDEP noise level requirements.

7. **The Repairs to the Waterwitch Sanitary Sewer Pumpstation:** The station suffered significant damage during Hurricane Sandy.

- Station is running under its own power.
- Permanent fixtures to be installed as they are delivered.
- Automatic transfer switch will be delivered in four to six weeks.
- Borough must decide whether to refurbish the existing pumps for approximately \$8,000 or buy two new pumps for approximately \$14,000.
- One rental pump and one Borough pump are currently in use at the station.

#### Grants and Loans

1. **FEMA Hazardous Mitigation Assistance Grant Application:** The Letter of Intent was submitted to FEMA on April 8, 2011 as required. FEMA has reacted favorably to the Borough's flood reduction project as described in the Letter of Intent. T&M Associates has prepared and submitted the grant application on behalf of the Borough. The application was submitted on October 28, 2011. The Borough has been notified that the project ranks third and fourth on the State funding list.

2. **FEMA House Lifting Program:** A meeting was held with Borough Officials and the affected residents on July 24, 2012 and again on July 30, 2012 with FEMA and State officials. Conflicting information was provided on July 30, 2012 and we are currently attempting to obtain a clear directive from the State on how to proceed. The overall application is currently under review.

3. **Monmouth County Community Development Block Grant:** As requested, we have prepared and submitted a grant application for the improvements to the North Street Pumpstation and the North Street inflow pipe between Bay Avenue and the pumpstation. T&M provided a formal presentation to the Committee on August 22, 2012.

4. **FY 2013 NJDOT Local Aid Applications:** The application for the resurfacing of Shore Drive between Waterwitch Avenue and Locust Street has been submitted as directed by the Governing Body.

If you have any questions or require additional information, please do not hesitate to call the Borough.

Discussion continued regarding problems with the Valley Street Pump Station.

Mr. Francy wants Mr. Leubner to look at the design of the pump for Valley Street. The size of the pipe is too big.

#### Review of HBP 2013 Proposed Budget:

Mayor Nolan offered a motion to introduce this at the January 1<sup>st</sup> meeting, and second by Ms. Kane and all were in favor on the following roll call vote:

#### ROLL CALL:

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



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Kim Skorka of 315F Shore Drive asked about a time frame for the removal of debris dumped next to Havana's.

Mr. O'Neil stated that they are working on it and the last day for pick up will be December 27<sup>th</sup>.

Tara Ryan of 10 Ocean Street announced that the Sandy Hook Bay Fishery is partially open. She thanked Mr. O'Neil working thru the storm.

Joe Hoherchak of 3 Willow Street spoke of how long the process is to get ICC funds to raise homes.

Mr. Francy spoke about changes needed in the Zoning Ordinance with regard to height requirements.

Mr. Padula questioned the zoning ordinance.

Joe Hoherchak continued to question the house lifting process.

Council responded.

Joe Hoherchak questioned development in neighboring property, Original Oyster and Paradise Park.

Eileen Scanlon of 24 Fifth Street expressed her concerns about new flood regulations. She question debris, there is a pole on her side of her property and needs to get rid of it. She is also concerned about homes that are neglected.

Mr. Hill responded that FEMA is considering helping towns with removal of private property.

John Macleer of 52 Barbarie Avenue asked if the town has explored the possibilities of abandoned homes.

Mayor Nolan responded that it takes time and money.

Mr. Francy explained that we have a substandard commission lists of homes.

Melissa Macleer of 52 Barabarie Avenue asked if the town would appropriate houses.

Eilleen Scanlon asked if there is help to fight insurance.

Mayor Nolan said to come to the meeting tomorrow night.

Joe Hoherchak commented on abandoned homes.

Mayor Nolan thanked Mr. O'Neil for his help.

There were no further questions.

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

The Meeting adjourned at 9:14 p.m.

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Debby Dailey, Deputy Clerk

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