

**Borough of Highlands  
Mayor & Council  
Regular/Workshop Meeting  
May 1, 2013**

Meeting Location: Highlands Elementary School, 360 Navesink Avenue, Highlands, NJ 07732

**This meeting was not electronically recorded.**

Mayor Nolan called the meeting to order at 7:07 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: Ms. Ryan, Mr. Redmond, Mr. Francy, Ms. Kane, Mayor Nolan**

**Also Present: Carolyn Cummins, Borough Clerk**

**Tim Hill, Borough Administrator**

**Steve Pfeffer, Borough CFO**

**Bruce Padula, Borough Attorney**

**Dale Leubner, Borough Engineer**

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**Executive Session Resolution:**

Mayor Nolan offered the following Resolution and moved its adoption:

**R-13-99**

**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:
- 2.Contract:
- 3.Real Estate:
4. Personnel Matters: Work Force Development Program
5. Attorney-Client Privilege: Arcadas Additional Mitigation  
Municipal Buildings  
Potential Noise Ordinance Amendment  
Potential Construction Fee Waiver Ordinance

**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,

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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 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 Ms. Ryan and approved on the following roll call vote:

**ROLL CALL:**

**AYES: Ms. Ryan, Mr. Redmond, Mr. Francy, Ms. Kane, Mayor Nolan**

**NAYES: None**

**ABSENT: None**

**ABSTAIN: None**

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

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Mayor Nolan called the meeting back to order at 8:35 p.m.

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

**ROLL CALL:**

**AYES: Ms. Ryan, Mr. Redmond, 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:

**R-13-100  
RESOLUTION  
APPROVING THE 2013 RENEWAL OF FERRY LICENSE  
FOR SEASTREAL FERRY  
AT 326 SHORE DRIVE**

**WHEREAS**, Seastreak has submitted the required fees for the renewal of the Ferry License for 2013, to operate a ferry service at one location within the Borough of Highlands; and

**WHEREAS**, the ferry location is located at 326 Shore Drive; and

**WHEREAS**, the Borough requires at least one million dollars in liability insurance be provided.

**WHEREAS**, Seastreak has also submitted a copy of the Certificate of Liability Insurance and it has been reviewed by the Borough Attorney and found to be sufficient.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands that the Ferry License for Seastreak to operate at 326 Shore Drive is hereby renewed for the calendar year 2013; and

**BE IT FURTHER RESOLVED**, and the Borough Clerk is hereby authorized to issue the proper licenses for the operation of ferry service.

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

**ROLL CALL:**

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

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

**R-13-101  
RESOLUTION  
APPROVING RAFFLE LICENSE  
APPLICATION NO. RA#1317-13-3  
HENRY HUDSON REGIONAL SCHOOL PTO**

**WHEREAS**, the Henry Hudson Regional School PTO has submitted Raffle License Applications No. RA1317-13-3 for a drawing to be held on June 14, 2013.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that Raffle License Applications RA#1317-13-3 for the Henry Hudson Regional School PTO is hereby approved and the Borough Clerk is authorized to sign off on licenses.

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

**ROLL CALL:**

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

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**INSERT RESOLUTION R-13-102**

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

**R-13-103  
RESOLUTION AMENDING RESOLUTION R-13-95  
AUTHORIZING THE APPLICATION  
FOR THE  
2013 SUMMER FOOD PROGRAM**

**WHEREAS**, the Governing Body of the Borough of Highlands adopted Resolution R-13-95 on April 17, 2013. This resolution approved the 2013 Summer Food Program Application dollar amount of \$12,520.84.

**WHEREAS**, dollar amount of the 2013 Summer Food Program is being amended to \$15,329.92.

**WHEREAS**, the Mayor and Council of the Borough of Highlands have reviewed the material received from the State of New Jersey regarding the 2013 Summer Food Service Program; and

**WHEREAS**, the Mayor and Council of the Borough of Highlands agree that the Borough's participation in the Summer Food Program will be of benefit to the Borough and its residents;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the Mayor, Borough Administrator, & Recreation Assistant are hereby authorized to make application to the State of New Jersey for the 2013 Summer Food Program in the maximum reimbursement amended amount of \$15,329.92.

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

**ROLL CALL:**

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

Ms. Kane offered the following Payment of Bills List and moved on its authorization for payment;

**RECAP OF PAYMENT OF BILLS  
05/01/2013**

<b>CURRENT:</b>		<b>\$ 1,275,555.42</b>
Payroll	(04/30/2013)	\$
Manual Checks		\$ 25,350.18
Voided Checks		\$
<b>SEWER ACCOUNT:</b>		<b>\$ 132,493.57</b>
Payroll	(04/30/2013)	\$
Manual Checks		\$ 999.34
Voided Checks		\$
<b>CAPITAL/GENERAL</b>		<b>\$ 6,576.00</b>
<b>CAPITAL-MANUAL CHECKS</b>		\$
Voided Checks		\$
<b>WATER CAPITAL ACCOUNT</b>		\$
<b>TRUST FUND</b>		<b>\$ 60,772.08</b>
Payroll	(04/30/2013)	\$
Manual Checks		\$
Voided Checks		\$
<b>UNEMPLOYMENT ACCT-MANUALS</b>		\$
<b>DOG FUND</b>		\$
<b>GRANT FUND</b>		\$

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<b>Payroll</b>	<b>(04/30/2013)</b>	<b>\$</b>
<b>Manual Checks</b>		<b>\$</b>
<b>Voided Checks</b>		<b>\$</b>
<b>DEVELOPER'S TRUST</b>		<b>\$</b>
<b>Manual Checks</b>		<b>\$</b>
<b>Voided Checks</b>		<b>\$</b>

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

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

**ROLL CALL:**

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

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

**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH  
R-13-106**

**RESOLUTION AUTHORIZING BOROUGH ADMINISTRATOR AND CHIEF FINANCIAL  
OFFICER TO ORIGINATE AUTOMATED CLEARING HOUSE (ACH) DEBIT FILES WITH  
TWO RIVER COMMUNITY BANK**

**WHEREAS**, the State of New Jersey Division of Local Government Services has indicated the need for municipalities in the State of New Jersey to automate debt service payments (Local Finance Notice 2023-06, January 16, 2013) and schedule said debt service payments at least ten (10) days in advance of the required due date, and

**WHEREAS**, the Chief Financial Officer has completed the ACH Origination Customer Information Form required by Two River Community Bank in order to facilitate the State's request, and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Highlands that the Borough Administrator and the Chief Financial Officer are hereby authorized to originate ACH requests for all debt service payments. All ACH requests require two original signatures.

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

**ROLL CALL:**

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

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**Minutes Approved on Consent Agenda:**

Ms. Kane offered a motion for the approval of the April 3, 2013 Executive and Regular Meeting minutes, seconded by Mr. Redmond and all were in favor on the following roll vote:

**ROLL CALL:**

**AYES:** Ms. Ryan, Mr. Redmond, Mr. Francy, Ms. Kane

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** Mayor Nolan

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**Other Resolutions:**

**R-13-104 - Resolution – Approving Arcadis Contract:**

Tabled.

**R-13-105 – Resolution - Approving Arcadis Contract:**

Mayor Nolan offered a motion to amend the certified funds for special emergency due to Hurricane Sandy, seconded by Ms. Kane and all were in favor on the following roll call vote:

**ROLL CALL:**

**AYES:** Ms. Ryan, Mr. Redmond, Mr. Francy, Ms. Kane, Mayor Nolan

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** None

**R-13-107 – Resolution - Appointing Administrator of Substandard Housing Commission:**

Mr. Padula explained that the position is under subsection on substandard housing. Before we can do a bond ordinance we need to fill this position.

Tabled to the May15th meeting.

**R-13-108 – Resolution – Collateral Security for FEMA Funding:**

Mr. Pfeffer explained that the resolution will go to the State and FEMA. He briefly discussed with the council.

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Ms. Kane adopted the following Resolution and moved on its adoption

DEPARTMENT OF HOMELAND SECURITY  
FEDERAL EMERGENCY MANAGEMENT AGENCY  
LOCAL GOVERNMENT RESOLUTION - COLLATERAL SECURITY

O.M.B. No 1660-0083  
Expires June 30, 2012

**RESOLUTION**

BE IT RESOLVED BY \_\_\_\_\_ GOVERNING BODY \_\_\_\_\_ OF \_\_\_\_\_ THE BOROUGH OF HIGHLANDS \_\_\_\_\_  
(Governing Body) (Public Entity)

THAT we pledge the following listed collateral security to the Federal Emergency Management Agency (FEMA) on the Promissory Note for a Community Disaster Loan for \$ 2,363,102 executed on May 1, 2013 pursuant to Section 417 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, and FEMA Regulation, 44 CFR 206, Subpart K. We further understand that failure to repay any outstanding principal and related interest on those portions of the loan which do not qualify for loan cancellation as determined by FEMA or any successor agency will result in forfeiture of as much as the listed collateral security as is necessary to collect such outstanding principal and interest. (List the collateral security below. Use additional sheets if needed.)

The promissory note is payable from and secured by a pledge of the applicant's revenues for each fiscal year while any of the loan is outstanding, after a provision has been made for the payments required in connection with any outstanding indebtedness of the applicant.

Passed and approved this 1st day of May, 2013.

\_\_\_\_\_  
MAYOR  
(Name and Title)

\_\_\_\_\_  
BOROUGH CLERK  
(Name and Title)

\_\_\_\_\_  
(Name and Title)

**CERTIFICATION**

I, CAROLYN CUMMINS, duly appointed and BOROUGH CLERK of THE BOROUGH OF HIGHLANDS, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the GOVERNING BODY of THE BOROUGH OF HIGHLANDS on the 1st day of May, 2013.

DATED: May 1, 2013

\_\_\_\_\_  
(Official Position)

\_\_\_\_\_  
(Signature)

Seconded by Mr. Redmond and adopted on the following roll vote:[SEAL]

ROLL CALL"  
AYES: Ms. Ryan, Mr. Redmond, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None  
IN: None

PREVIOUSLY FEMA FORM 90-100, REPLACES ALL PREVIOUS EDITIONS.

**R-13-109 – Resolution – Awarding Contract for Bayside Drive Improvement Project:**

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

**R-13-109**

**RESOLUTION**

**AWARDING CONTRACT FOR THE BAYSIDE DRIVE IMPROVEMENTS PROJECT**

**WHEREAS**, the Borough of Highlands has advertised for bids for the Bayside Drive Improvements Project in accordance with the Local Public Contracts Law; and

**WHEREAS**, the following one (3) bids were received and reviewed by the Borough Engineer:

Name	Bid Amount
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**Esposito Construction \$110,955.00**  
**Black Rock Ent. LLC \$156,660.00**  
**L & L Paving, Co. \$175,330.00**  
; and

WHEREAS, the Esposito Construction, LLC appears to be the lowest responsible bid; and

WHEREAS, certification of funds is hereby made by the Chief Financial Officer that funds are available in the municipal bond ordinance adopted for said purpose:

**Bond Ord. O-12-22 Repair of Bayside Dr. \$110,955.00**  
**Acct#C-04-12—122-000-555**

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**Stephen Pfeffer, CFO**

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Highlands that the contract for the Bayside Drive Improvement Program Project is hereby awarded to Esposito Construction, LLC in the sum of \$110,955.00 subject to the approval of the Borough Attorney.

**BE IT FURTHER RESOLVED** THAT THERE IS A \$45.00 BALANCE IN BOND ORDINANCE O-12-22. THEREFORE NO FUTURE CHANGE ORDERS WILL BE AUTHORIZED.

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

**ROLL CALL:**

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

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**Ordinances: Introduction & Setting of a Public Hearing Date of May 15, 2013**

**O-13-7 – Noise Ordinance:**

Mayor Nolan offered the following ordinance and moved on its approval to pass introduction and authorized a public hearing date of May 15, 2013 at 8: 00 PM.

**O-13- 7  
BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

**ORDINANCE AMENDING SECTION 3-2.3, “ENUMERATION OF NOISES” TO PERMIT THE  
PLAYING OF OUTDOOR MUSIC UNTIL 10:00 P.M. ON SUNDAYS BETWEEN MEMORIAL  
DAY WEEKEND AND LABOR DAY AND TO PERMIT THE PLAYING OF OUTDOOR MUSIC  
UNTIL 11:00 P.M. ON SUNDAY, MAY 26, 2013**

WHEREAS, the Borough of Highlands regulates the emanation of noise by and through Section 3-2, “Noise” of the Code of the Borough of Highlands; and

WHEREAS, the Borough wishes to amend Section 3-2.3, “Enumeration of Noises” to permit the playing of outdoor music, either live or recorded until 10:00 p.m. on Sundays between Memorial Day weekend and Labor Day; and

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**WHEREAS**, due to the anticipated increased tourism resulting from the first opening of the Summer season after the effects of Hurricane Sandy, the Borough wishes permit the playing of outdoor music, either live or recorded until 11:00 p.m. on Sunday, May 26, 2013; and

**WHEREAS**, the Borough finds that it is in its best interests to amend Section 3-2.3 of the Code of the Borough of Highlands to permit to permit the playing of outdoor music until 10:00 p.m. on Sundays between Memorial Day weekend and Labor Day and to permit the playing of outdoor music until 11:00 p.m. on Sunday, May 26, 2013; and

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

SECTION ONE. Borough Code Section 3-2.3(b), "Enumeration of Noises" shall be amended to provide as follows:

(b)(1)The playing of music outdoors, either live or recorded, between the hours of 8:00 p.m. and the following 8:00 a.m. on Sunday, Monday, Tuesday, Wednesday, Thursday, and between the hours of 10:00 p.m. and the following 8:00 a.m. on Friday and Saturday is hereby prohibited;

(2) Between and including the Sunday before Memorial Day and Labor Day, the playing of music outdoors, either live or recorded, between the hours of 8:00 p.m. and the following 8:00 a.m. on Monday, Tuesday, Wednesday, Thursday, and between the hours of 10:00 p.m. and the following 8:00 a.m. on Friday, Saturday and Sunday is hereby prohibited;

(3) On Sunday, May 26, 2013, the restriction provided by subparagraph (b)(2) above shall read "the playing of music outdoors, either live or recorded, between the hours of 11:00 p.m. and the following 8:00 a.m. on Friday, Saturday and Sunday is hereby prohibited;"

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. 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:** Ms. Ryan, Mr. Redmond, Ms. Kane, Mayor Nolan

**NAYES:** None

**ABSENT:** None

**ABSTAIN:** None

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**Committee Reports:**

**Finance:**

No report.

**Public Safety:**

Chief Blewett gave his report to the council. He is exploring benefits cost and will email to the council and Mr. Hill.

- \* On February 3, 2013, Gary D. Grieser, Jr., 18, Navesink Avenue, Highlands was arrested and charged with one count of impersonating a police officer, criminal attempt, several counts of burglary and criminal mischief as the result of this department's investigation into numerous residential burglaries. Bail was set at \$57,500.00 and Grieser was subsequently transported to the Monmouth County Correctional Institution, Freehold.
  
- \* The Highlands Police Department responded to the Shadow Lawn Trailer Park on February 5, 2013 in response to a reported shooting. Officers found three bullet type holes in the side and front of the trailer; one of which penetrated the bedroom interior and disintegrated. The victims were unable to reveal a motive and a canvass of the neighborhood revealed no problems with the victims. On February 27, 2013, Michael Stanislawczyk, 18, Laurel Drive, Highlands was charged with unlawful possession of a weapon as a result of the investigation. Stanislawczyk was processed and released on his own recognizance pending a court appearance.
  
- \* On February 24, 2013 while Ptl. Siegle was on routine patrol he observed a white male running down the highway and was simultaneously dispatched to a report of a suspicious person outside a residence spray painting a street sign. As a result of the officer's investigation Michael D. Woodward, 39, Navesink Avenue, Highlands was arrested and charged fourteen (14) counts of criminal mischief. Bail was set at \$15,000 and Woodward was subsequently transported to the Monmouth County Correctional Institution, Freehold.
  
- \* As the result of a cooperative investigation with the Atlantic Highlands Police Department, Wayne D. Woods, 40, Atlantic Highlands, was charged on March 14, 2013 with fifteen (15) counts of criminal sexual behavior which included six (6) counts of coercive sexual assault with an underage girl. Woods was transported to the Monmouth County Correctional Institution, Freehold, NJ in lieu of \$1,070,000 bail.

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- \* Administration:
  - Police Department
    - o Efforts are ongoing to complete the department's more permanent location at the end of Shore Drive. Until the move is complete the department is still operating with limited resources.
  - Hiring
    - o Nicholas Riker – dispatch training delayed until the facilities are available to properly train.
    - o Special Law Enforcement Officer Class II position available – looking for certified officer.
  - Grants
    - o COPS Hiring Program
      - § Accepting applications for the hiring of additional officers in an effort to create and preserve jobs and increase community policing and crime prevention efforts. The grant would require hiring an additional officer and the borough would have to maintain the additional staffing level. (14 officers)
- \* Community Policing:
  - Explorers
    - o Comcast Day
      - § Assisted with traffic control
  - Rude Awakening
    - o Designed to educate students on the effects of alcohol and the ramifications of drinking and driving.
      - § A practical demonstration with simulated impairment goggles allows the students to experience the effects of alcohol on the body by simulating visual distortion, loss of balance, lack of control and makes the consequences more real.
- \* Training:
  - Firearms
    - Officer attended mandatory range qualifications

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- o Scheduled familiarization training.
- Schools
- o Chief Blewett, Capt. Clagett and Mr. Reiman recently attended a one-day seminar  
“Developing & Maintaining Threat Management and Response System for School and Police Personnel”
- § Topics included: An explanation of rights vs. responsibilities for protecting students and staff, how to reduce your liability exposure, methods and techniques that blend into the school atmosphere.

\* Total Calls for Service: 310

\* Arrests: Adults: 9 (4 for possession of CDS)  
(1 DWI)

JV: 0

(Statistical Information is from April 1 – April 30, 2013)

**Administration:**

Mr. Hill gave his report to the council.

1. Various FEMA / Sandy Related Items:
  - a. Letter sent to FEMA to formally request extension for temporary facility use.
  - b. Files have been submitted to FEMA to recover additional \$422,284. This was ½ of the initial 75% estimated portion for Debris Removal & Relocation Funds: (Total estimate was 1.126 m of which we already received \$422,284.00)
  - c. Additional PW of \$531,596 (at 75%) is under review for additional reimbursements (Cat A) Borough Hall Emergency work & additional contracts / contents / rented equipment.
  - d. Additional PW's are being worked on daily --- additional debris removal, & other FEMA eligible costs – Community Center, minor repairs, equipment, etc.
  - e. Meeting with FEMA officials next week regarding additional PPDR & D program
  - f. Meeting with FEMA officials on Friday to review additional Technical Support that may be available to the Borough.
  - g. FEMA Waterway Debris Removal Project still underway – we are seeking information on surveying our Public Bathing Areas as per the NJ Department of Health and Senior Services request.
  - h. Workforce Development Program meeting ---- I will be attending on Thursday.
2. Community Buildings : FEMA Flood Elevation Certificates have been provided. Working with Insurance rep's to gain insight as to potential costs with buildings “as is” and what the impacts of flood mitigation would have.

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3. Community Assessment Program in cooperation with World Renew will be done in Highlands May 4,6,7 at Ptak Towers
4. Attended Multi-State Roundtable in NYC on April 17th. Representatives from eastern coastal states, Mississippi and New York were present --- main outcome was smart build approach and the need for public awareness on all levels.
5. DPW – Bulk pick-up scheduled for June --- residents are reminded that bulk debris is not to be put out for regular garbage / recycling days.
  - a. Hazmat material removal – contract awarded to remove items from yard
  - b. Assisted with Comcast Day set up, debris removal efforts and equipment needs
6. Building Housing:

Code Enforcement: 45 inspections done in April. In addition, approximately 170 properties have been identified with debris removal needs.

Construction Office: 237 permits issued in Jan-March

53 permits in April

April 304 Bldg / Elec. Inspections

127 Plumbing, 27 Fire

7. Solution Center: March 31- April 27 384 people assisted
8. Other Regional AHRSA Force Main project is beginning
9. Recreation Dept:
  1. High School Teen Night ~ May 3rd at Highlands Elementary School, 7:00 pm - 9:30 pm, for ages 14-18
  2. Pitch, Hit, & Run Event ~ May 4th at Atlantic Highlands Fireman's Field, 3:30 pm - 5:00 pm, for boys and girls ages 7-14. (Baseball and Softball Skills Competition)
  3. Summer Kidfest Registration Begins ~ May 20th - June 14th at the Borough Hall Trailer, The Summer Kidfest Program will be held at the Highlands Elementary School this year and will begin on July 1st and end August 16th. It is from 8:30 am - 2:00 pm, Monday-Friday, for children ages 6-14
  4. Middle School Teen Night ~ May 24th at the Highlands Elementary School, 7:00 pm - 9:30 pm, for ages 12-14
  5. Part Time Positions Available - The Recreation Dept. is accepting applications for Part Time positions including Recreation Leader and Recreation Aides to work with our Kids on the Move program, a drop-in after school program for children ages 8-14. Applications are available at the Borough Hall Trailer at 42 Shore Drive.
  6. Part Time Seasonal Positions Available - The Recreation Dept. is accepting applications for Part Time Seasonal positions including Summer Recreation Supervisors, Programmers, Aides, Summer Food Preps, and Certified Lifeguards. Applications are available at the Borough Hall Trailer at 42 Shore Drive and the deadline is May 17th.

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BA report items -----Comcast Day, Dumpsters/ debris removal, Letters to FEMA – re: Temp Facility Relocation Extension, PW funding in for: \_\_\_\_\_ HAZMAT removal ----- scheduled FEC for Borough Hall ---- completed Memorial Day Parade??? Info from American Legion May 25?

**Library:**

Tara Ryan stated that the free library went up today. It will be operating tomorrow.

**HBP:**

Carla Braswell spoke of Hope for Highlands meets Thursday evening. They continue to raise funds for material grant reimbursement. Some people who make donations earmark it for a specific use. The Robin Hood Grant is \$250,000 and \$50,000 is for the case manager's salary. They are putting together a \$5,000 grant to help 40 residents rehab their homes. She further explained the program. She stated that the HBP programs will continue. She spoke of Comcast Day and +was given a \$25,000 donation. She further explained the event. Carla also thanked QuikChek for their donations for the Comcast Day event.

**Shared Services:**

Mr. Francy stated that the separation from AHHRSA is December 31<sup>st</sup>. He will work with Mr. Pfeffer on the budget to calculate the reduction in sewer rates.

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**Other Business:**

**Discussion RE: Challenging FEMA/DEP Rules of V-Zone:**

Mr. Francy stated that residents want to know what the town is doing in terms of challenging FEMA V-Zone designation. He wants Highlands to oppose FEMA

Mayor Nolan said new maps are coming out from FEMA. They may change Bay Avenue from a V-Zone to an A-Zone but the 14' will stay the same.

Mr. Francy objects.

Mr. Leubner explained that we can challenge them when the new maps come out.

Mr. Francy wants letter sent to FEMA making objections.

Mr. Leubner said not to challenge on advisory.

Mr. Francy wants someone at the FEMA hearing to challenge V-Zone not the 14 feet.

Mr. Leubner will write the letter to FEMA with signatures of himself, borough administrator and planning board chairman.

**Review of Local Finance Notice RE: Impact from Super Storm Sandy:**

Council reviewed and discussed Local Finance Notice from the Department of Community Affairs dated January 16, 2013 #LFN 2013-06.

**North Street Pump Station:**

Mr. Francy looked at the pump plans and feels they are problematic. He would like Mr. Leubner to revise the plans below base level of 6 ft., size of pumps, and control that is submersible.

Mr. Leubner commented. We can remove a pump if council wants. We have to make it FEMA compliant or we will not be eligible for FEMA funding.

Ms. Ryan would like to see it smaller.

Mayor Nolan asked Mr. Leubner to see if he can get it on a smaller scale.

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**Public Portion:**

Don Manrodt of 268 Bayside Drive spoke of the old pipe on North Street and Bayside Drive project.

Mr. Leubner explained the design on the Bayside Drive project.

Mr. Mandrodt asked if Exxon is going to remove the wall.

Discussion continued on the Bayside Drive project.

Arnie Fuog of Valley Street spoke about a tool lending library.

Mr. Hill stated that we may not be allowed to get involved in that for insurance purposes.

Mr. Fuog said other towns have done this and will give the information to Mr. Hill for distribution to the council.

Maureen Welch of 50 Valley Avenue said she was told at that distribution center that there would be a tool lending library.

Mr. Hill said we need a non-profit organization to take this on.

Mr. Fuog asked HBP to sponsor.

Carla Braswell requested Mr. Fuog to send the information to her via email.

Mr. Fuog also has a letter of issues about the solution center.

Mr. Fuog was directed to email his letter to Mrs. Cummins. She will forward it to the council.

Rafella Lee questioned the fence at Ederly Park.

Mr. Hill said the fence will be moved back to borough property.

Carla Braswell stated that there is graffiti on handrails, signs on the bridge and the bus stop.

Mr. Hill mentioned volunteers to help clean up.

Dody Bauer of 9 South Peak Street said there isn't any running water at any of the parks. She also wants electrical repairs at Veteran's Park.

Mr. Hill said the electrical panel at Veteran's Park need to be replaced. It cannot be done quickly. The sprinklers can be run manually.

Dody Bauer said they need a water source.

Mr. Hill will look into a water source for the Garden Club.

Dody Bauer said they are applying for a clean community grant.

John Macaleer of 52 Barberie Avenue asked if we challenge the V Zone rating, will it prevent ICC funds.

Mr. Leubner responded that by adopting, it would not. He explained FEMA requirements.

John Macaleer continued to question challenge process. He also spoke of his insurance premiums.



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Mr. Leubner explained.

John Macaleer questioned the rating system and why we are not in it.

Mr. Leubner stated that he personally applied with Mr. Hill. FEMA is coming to town to do an audit. They will determine if we are in.

Lori Dibble of 32 Paradise Park questioned the wording of Ordinance O-13-8. She said that people are not able to get in to homes at the trailer park. She further explained. The Mobile Unit Owners are not getting any assistance. She wants the town to look into actions being taken by the landowner Mr. Bollerman.

Chief Blewett said she is not following the proper channels.

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 9:54 p.m.

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Debby Dailey, Deputy Clerk

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