

BOROUGH OF HIGHLANDS
Mayor & Council
Regular/Workshop Meeting
March 5, 2014

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

Mayor Nolan called the meeting to order at 7:05 p.m.

Ms. 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

Bruce Padula, Borough Attorney

Dale Leubner, Borough Engineer

Steve Pfeffer, Borough CFO

Executive Session Resolution

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: Martin Britton Property Taxes

1 Locust Street

Captain's Cove Marina

2. Contract:

3. Real Estate:

4. Personnel Matters:

5. Attorney-Client Privilege: Municipal Website

Workforce Development Programs

Zoning Ordinance Amendments for Driveways

Windansea Resolution

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

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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. Kane 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

Mayor and Council entered Executive Session.

Mayor Nolan called the Regular Meeting back to order at 8:12 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

Consent Agenda:

Mayor Nolan asked to remove Resolution R-14-81 to be discussed separately.

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

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

R-14-76
Resolution amending Resolution R-14-20 to provide an hourly
rate to Labor Counsel of \$145

Whereas, by Resolution R-14-20, the governing body appointed Cleary Giacobbe Alfieri Jacobs, LLC as Labor Counsel for an hourly rate of \$115, which rate was in error; and

Whereas, the hourly rate for Labor Counsel is \$145, which is no increase from the 2013 hourly rate; and

Whereas, the Borough wishes to renew Labor Counsel's contract on the same terms and conditions as Labor Counsel's 2013 contract.

Now, therefore, be it RESOLVED that Resolution R-14-20 is amended, retroactive to January 1, 2014, to provide Labor Counsel with an hourly rate of \$145.

Seconded by Ms. Kane 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

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

R-14-78
RESOLUTION
APPROVING RAFFLE LICENSE
APPLICATION NO. RA#1317-14-4
HIGHLANDS FIRE DEPARTMENT

WHEREAS, the Highlands Fire Department has submitted a Raffle License Application No. RA1317-14-4.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the Raffle License RA#1317-14-4 is hereby approved and the Borough Clerk is authorized to sign off on licenses.

Seconded by Ms. Kane 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

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

R-14-79
RESOLUTION APPROVING
MEMORANDUM OF AGREEMENT WITH THE
MONMOUTH COUNTY MOSQUITO EXTERMINATION COMMISSION

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WHEREAS, the Monmouth County Mosquito Extermination Commission anticipates resumption of aerial surveillance and treatment program on or about April 11, 2014 and continuing through November 30, 2013; and

WHEREAS, Federal Aviation Administration Regulations requires the Commission to obtain prior written approval from the municipalities.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the attached memorandum of agreement for aerial surveillance and treatment is hereby approved and the Mayor and Clerk are hereby authorized to execute agreement.

Seconded by Ms. Kane 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

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

R-14-80
RESOLUTION APPROVING PETITION TO EXTEND LICENSED PREMISES
FOR CLADDAGH OF HIGHLANDS

WHEREAS, the Claddagh of Highlands, LLC located at 297 Bay Ave has filed an application for a petition to extend licensed premises for an event to be held on March 22, 2014 with no rain date.; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor & Council of the Borough of Highlands does hereby approve the application for a petition to extend licensed premises Permit for the Claddagh of Highlands, LLC located at 297 Bay Ave for an event to be held on March 22, 2013with no rain date.

Seconded by Ms. Kane 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

Mayor Nolan offered the following Resolution and moved its adoption:

BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

R-14-81

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;

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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-11-07	Reconstruction of Bay Avenue	\$323,236.74	
O-11-12	Various Road Improvements	\$101,878.69	

Seconded by Ms. Kane 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

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

R-14-82
RESOLUTION APPROVING PARTICIPATION IN
“PAINT THE TOWN PINK”

WHEREAS, the Borough of Highlands had supported and participated in Meridian Health’s “Paint the Town Pink” during May of 2013; and

WHEREAS, the Governing Body wishes to participate in the annual “Paint the Town Pink” event that merges breast cancer prevention, detection, and treatment campaigns with a fundraising component that raises funds to provide free mammography screenings through the Pink Fund for uninsured and underserved women in the community.

NOW, THEREFORE, BE IT RESOVLED by the Mayor and Council of the Borough of Highlands that the Borough of Highlands hereby approves of participating in the “Paint the Town Pink” during the month of May of 2014.

BE IT FURTHER RESOVLVED that Mary Margaret Kurta is hereby designated as the Lead Volunteer in the organizing of the Borough’s participation in this event.

Seconded by Ms. Kane 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

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

R-14-83

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RESOLUTION AUTHORIZING
REFUND OF REMAINING
UNUSED PLANNING BOARD ESCROW FUNDS

WHEREAS, the Board Secretary has reviewed the following escrow accounts and has received authorization from both the Board Attorney and Board Engineer that there are no outstanding invoices due to them; and

<u>Account #</u>	<u>Name</u>	<u>Block</u>	<u>Lot</u>	<u>Amount</u>
T-03-56-856-805-115	Highlander Dev	105.107	1.1	\$5,653.60

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the Chief Financial Officer is hereby authorized and directed to refund the above referenced applicants their remaining escrow funds.

Seconded by Ms. Kane 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

Mayor Nolan offered the following Payment of Bills and moved on its approval for payment:

RECAP OF PAYMENT OF BILLS
03/05/2014

CURRENT:		\$	565,645.65
Payroll	(02/28/2014)	\$	114,592.99
Manual Checks		\$	18,297.85
Voided Checks		\$	
SEWER ACCOUNT:		\$	1,800.00
Payroll	(02/28/2014)	\$	3,368.20
Manual Checks		\$	111.12
Voided Checks		\$	
CAPITAL/GENERAL		\$	15,355.10
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	65,870.32
Payroll	(02/28/2014)	\$	
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND		\$	
Payroll	(02/28/2014)	\$	4,130.33
Manual Checks		\$	
Voided Checks		\$	
DEVELOPER'S TRUST		\$	
Manual Checks		\$	

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Voided Checks

\$

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

SUPPLEMENTAL BILL LIST
March 5, 2014

CURRENT FUND

Bayview Condo Association	Street Lighting Nov/Dec 2013	729.02
Monmouth Municipal Joint Ins Fund	Deductible - Hilling vs Borough	7,625.31
Stephen Pfeffer	Postage Reimbursement	22.66
Kerry Gowan	Animal Control	540.00

Total Current Fund 8,916.99

CAPITAL FUND

Total Capital Fund 0.00

GRANT FUND

Total Grant Fund 0.00

SEWER UTILITY FUND

Caruso & Baxter	Legal - Water System Sale Escrow Release	245.00
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Total Sewer Utility Fund 245.00

TRUST FUND

Total Trust Fund 0.00

Total Supplemental Bill List 9,161.99

Seconded by Ms. Kane 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

Minutes Approved on Consent Agenda:

Mayor Nolan offered a motion for the approval of the Regular & Executive Minutes from February 5th, 2014, and 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

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R-14-81 – Resolution Canceling Capital Ordinances:

Mayor Nolan asked Mr. Pfeffer to give a brief description.

Mr. Pfeffer stated that the ordinances are being cancelled because the projects are complete. This puts the remaining funds back into Capital Surplus. The money can be used for other under financed projects.

Mr. Francy offered the following Resolution and moved its adoption:

BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

R-14-81

**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:

ORDINANCE NUMBER	PROJECT DESCRIPTION	AMOUNTS TO BE CANCELED	
		FUNDED CAPITAL SURPLUS	DOT UNFUNDED GRANT
O-11-07	Reconstruction of Bay Avenue	\$323,236.74	
O-11-12	Various Road Improvements	\$101,878.69	

Seconded by Mayor Nolan 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

Other Resolutions:

R-14-77 – Resolution Approving Street Opening Permit

Mrs. Cummins read the title of R-14-77.

Mr. Hill explained the need for New Jersey Natural Gas to open our street in an improved roadway that has a seven year moratorium. The streets involved are N. Peak and Valley. He is asking the council for approval. He will make sure that all repairs will be done properly.

Mr. Hill explained that this is for homes that do not have gas lines. They run on propane.

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

R-14-77
RESOLUTION GRANTING SPECIAL PERMISSION
FOR A STREET OPENING PERMIT

WHEREAS, there exists the need to open of a paved street that is less than seven years old for the purpose of installing a gas main on North Peak Street; and

WHEREAS, New Jersey Natural Gas has submitted a Street Opening Permit to excavate an opening that is 1'W x 600" L opening in road on N. Peak Street to provide gas service to #10 & 14 N. Peak Street; and

WHEREAS, the work will include a 5' x 5' opening on the Valley Avenue which is necessary to provide this service; and

WHEREAS, Borough Ordinance 8.2.3(1) does permit the Governing Body to approve such an opening of a paved street that is less than seven years old.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Highlands that Street Opening Permit Number 0010-14 for New Jersey Natural Gas is hereby approved and the Borough Administrator is hereby authorized to issue said Street Opening Permit.

BE IT FURTHER RESOLVED this approval is subject to the condition of conforming with the Borough Engineer with regard to the repair of the street.

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

R-14-84 – Resolution- Emergency Appropriations #2

Mrs. Cummins read the title of R-14-84.

Mr. Pfeffer gave a brief explanation. It is to put money in to budget items.

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Insert R-14-84

HIGHLANDSNJ.COM

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R-14-85 – Resolution Releasing Cash Bond for Captains Cove Marina

Mrs. Cummins read the title of R-14-85.

Mr. Padula explained that this was part of a municipal court case. Captains Cove Marina paid fines out of a cash escrow that was previously posted. This is returning the remaining funds to Captains Cove Marina.

Mr. Francy asked if we have committed Branin's to work on the storm drains yet.

Mr. Leubner stated that he spoke with them. He should start within the next few weeks. He will keep the Governing Body updated.

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

Borough of Highlands
Resolution R-14-85

**AUTHORIZING THE BOROUGH OF HIGHLANDS TO RELEASE FUNDS FROM
THE \$25,000.00 PERFORMANCE CASH BOND TO CAPTAIN'S COVE**

WHEREAS, the Borough of Highlands and Captain's Cove Marina are parties to a January 7, 2014 Agreement to settle certain outstanding matters between the parties; and

WHEREAS, pursuant to the January 7, 2014 Agreement, Captain's Cove was required to deliver to the Borough a Certification from Peter R. Avakian, P.E., which opined that certain repairs as constructed would not affect or impair the ability of the roadway and public right-of-way to remain intact and would not result in a deterioration of their condition; and

WHEREAS, pursuant to the January 7, 2014 Agreement, Captain's Cove was required to pay \$11,930.00 in fines as a result of certain violations of the Borough Code as well as of other laws and regulations; and

WHEREAS, pursuant to the January 7, 2014 Agreement, the Borough, upon receipt of the certification from Peter R. Avakian and Captain's Cove's payment of \$11,930.00 in fines, is to return to Captain's Cove all excess funds from the \$25,000.00 performance cash bond that Captain's Cove has posted with the Borough; and

WHEREAS, Captain's Cove has provided the requested certification from Peter R. Avakian, P.E. and has paid \$11,930.00 in fines; and

WHEREAS, the Governing Body has determined that it is in the best interests of the residents of the Borough and in accordance with the January 7, 2014 Agreement to return all excess funds from the \$25,000.00 performance cash bond to Captain's Cove.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands, County of Monmouth, New Jersey that the Borough of Highlands hereby authorizes the release of all excess funds from the \$25,000.00 performance cash bond to Captain's Cove.

BE IT FURTHER RESOLVED that the Mayor, or his designee, is hereby authorized and directed to take such ministerial actions as are necessary to effectuate the provisions of this resolution.

Seconded by Ms. Kane 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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Acknowledgement of Emergency Services

Mayor Nolan referred to an item under the regular meeting that would be addressed now.

Charles Wells of 194 Linden Avenue apologized for being late. He thanked Chief Blewett, Sgt. Robert Burton, Ptl. Ian Dobens, Fire Department and First Aide in response to his car accident. He commented on the quick response by all departments and how his daughter was reassured by the First Aide.

Ms. Kane added that Dispatcher Kris Burton did a fantastic job as well.

R-14-86 – Resolution Making Application to Local Finance Board

Mayor Nolan read the title of R-14-86.

Mr. Pfeffer explained that at the last meeting, the council directed us to move quickly to get the drainage program and EIT up and running.

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

R-14-86

RESOLUTION OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY MAKING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:2-7(d), N.J.S.A. 40A:2-11(c), N.J.S.A. 40A:2-26(e) and N.J.S.A. 58:11B-9(a)

WHEREAS, the Borough of Highlands, in the County of Monmouth, New Jersey desires to:

- a) adopt a \$3,154,000/\$3,154,000 bond ordinance for the construction of stormwater pump station and other stormwater system and drainage improvements notwithstanding the requirements of N.J.S.A. 40A:2-11(a);
- b) issue bonds through the New Jersey Environmental Infrastructure Trust Financing Program (the “NJEIT Financing Program”); and
- c) issue such bonds with the maturity schedule required by the NJEIT Financing Program.

WHEREAS, the Borough believes that:

- (a) it is in the public interest to accomplish such purposes;
- (b) said purposes are for the health, welfare, convenience or betterment of the inhabitants of the Borough;
- (c) the amounts to be expended for said purposes are not unreasonable; and
- (d) the proposals are an efficient and feasible means of providing services for the needs of the inhabitants of the Borough and will not create an undue financial burden to be placed upon the Borough;

NOW, THEREFORE, BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY as follows:

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Section 1. The application to the Local Finance Board is hereby approved, and the Borough's Bond Counsel, along with other representatives of the Borough, are hereby authorized to prepare such application and to represent the Borough in matters pertaining thereto.

Section 2. The Clerk of the Borough is hereby directed to prepare and file a copy of the proposed resolution and ordinance with the Local Finance Board as part of such application.

Section 3. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and/or approvals as provided by the applicable New Jersey Statute.

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

Recorded Vote

<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Ryan, Redmond, Francy Kane, Nolan	None	None	None

R-14-87 – Resolution Authorizing Purchasing from State Contracts

Mrs. Cummins read the title of R-14-87.

Mr. Pfeffer briefly explained that the Police Department received a Federal Grant last year. They have been working to obtain the equipment funded thru the grant.

Mayor Nolan offered the following Resolution and moved its adoption:

R-14-87

**AUTHORIZING THE PURCHASING FROM STATE CONTRACTS BY THE
BOROUGH OF HIGHLANDS**

WHEREAS, the Borough of Highlands desires to purchase items from authorized vendors under the State of New Jersey Cooperative Purchasing Program 1-NJCP; and

WHEREAS, the purchase of goods and services by a local contracting unit is authorized by the Local Public Contracts Law, NJSA 40A:11-12; and

WHEREAS, the below list of vendors have been awarded a New Jersey State Contractor Number; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the below listed vendors have been approved for the purchase of goods and services:

<u>Number:</u>	<u>Name:</u>
70256	Dell Computer : Dell Latitude E6430 ATG and accessories \$14,477.43
22717	Johnston Communications Voice: Network Video Security Equipment including Installation & Configuration \$21,910.00
81318	ELSAG North America: Two camera mini split mobile systems including engineering, installation and license fees \$35,050.00

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Certification of Funds: FFY 12 Urban Areas Security Initiative

Stephen Pfeffer, Chief Financial Officer

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

R-14-88 – Resolution Temporary Capital Budget

Mrs. Cummins read the title of R-14-88.

Mr. Pfeffer explained that this is a Temporary Capital Budget to move forward with the drainage program.

Mayor Nolan offered the following Resolution and moved its adoption:

BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

R-14-88
TEMPORARY CAPITAL BUDGET

WHEREAS, the Borough of Highlands desires to constitute the 2014 Temporary Capital Budget of the Borough of Highlands by inserting therein various capital projects,

NOW, THEREFORE, BE IT RESOLVED the Governing Body of the Borough of Highlands as follows:

Section 1. The 2014 Temporary Capital Budget of the Borough of Highlands is hereby constituted by the adoption of a schedule to read as follows:

Temporary Capital Budget
Borough of Highlands
County of Monmouth, New Jersey

Projects Scheduled for 2014

Project	Estimated Costs	Capital Improvement Fund	Other Funds	Debt Authorized

Supplemental Bond Ordinance to Bond Ordinance O-98-28 and Bond Ordinance O-12-20 Construction of the Stormwater Pump Station and Other Stormwater System and Drainage Improvements Project # R-14-01	\$ 3,154,000			\$3,154,000

Section 2. The Borough Clerk be and is authorized and directed to file a certified copy of this resolution with the Division of Local Government Services, within three days after the adoption of these projects for the 2014 Temporary Capital Budget, to be included in the 2014 Permanent Capital Budget as adopted.

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Seconded by Ms. Ryan 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

Ordinances: 2nd Reading, Public Hearing and Adoption:

O-14-05 – Bond Ordinance for Replacement of Force Main

Mrs. Cummins read the title of O-14-05 on for 2nd reading and public hearing. This ordinance was published in the February 23rd edition of the Asbury Park Press and may now be open for a public hearing.

Mayor Nolan opened the public hearing.

There were no comments or questions.

Mayor Nolan closed the public hearing.

Mrs. Cummins read the title of O-14-05 on for 3rd and final reading and adoption.

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

O-14-5

BOND ORDINANCE PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$50,000 FOR REPLACEMENT OF FORCE MAINS IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY, AND AUTHORIZING THE ISSUANCE OF \$50,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough of Highlands, in the County of Monmouth, New Jersey (the "Borough"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the supplemental amount of \$50,000, such sum being in addition to the \$1,632,800 appropriated therefor by bond ordinance O-14-2 of the Borough, finally adopted February 5, 2014 (the "Original Bond Ordinance"). No down payment is required as the purpose authorized herein is deemed self-liquidating and the bonds and bond

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anticipation notes authorized herein are deductible from the gross debt of the Borough, as more fully explained in Section 6(e) of this bond ordinance.

Section 2. In order to finance the additional cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$50,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is the replacement of force mains to connect with the Township of Middletown Sewerage Authority's interceptor main, including all work and materials necessary therefor and incidental thereto. The project was originally authorized to be undertaken and performed by the Atlantic Highlands – Highlands Regional Sewerage Authority (the "Authority"). Pursuant to Ordinance O-14-1 of the Borough, the Authority will be dissolved effective March 31, 2014, and the Borough will complete the construction and financing of this project.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$1,682,800, including the \$1,632,800 authorized by the Original Bond Ordinance and the \$50,000 bonds or bond anticipation notes authorized herein.

(c) The estimated cost of the Borough's share of the improvement or purpose is \$1,682,800, including the \$1,632,800 appropriated by the Original Bond Ordinance and the \$50,000 appropriated herein. The Borough of Atlantic Highlands, New Jersey by virtue of one or more bond ordinances shall provide for its share of the improvement or purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions

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of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a self-liquidating purpose of a municipal public utility. No part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 30 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$50,000, but that the net debt of the Borough determined as provided in the Local Bond Law is not increased by this bond ordinance.

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The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$403,600 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$353,600 was estimated for these items of expense by the Authority and shall be treated by the Borough as permitted items of expense permitted under N.J.S.A. 40A:2-20 and an additional \$50,000 is estimated therefor herein.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44(c).

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3 hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to

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comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Seconded by Ms. Kane 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

Ordinances: Introduction & Setting of a Public Hearing Date:

O-14-08 – Bond Ordinance for Storm water Pump Station

Mrs. Cummins read the title of Ordinance O-14-08 on for introduction and setting of a public hearing date of March 19th, 2014.

Mr. Pfeffer spoke of the publication deadline requirements.

Mrs. Cummins assured council that the requirements will be met.

Mayor Nolan offered the following Bond Ordinance and moved on its

introduction and setting of a public hearing date of March 19, 2014 at 8:00 P.M.

O-14-8

BOND ORDINANCE PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$50,000 FOR REPLACEMENT OF FORCE MAINS IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY, AND AUTHORIZING THE ISSUANCE OF \$50,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

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Section 2. In order to finance the additional cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$50,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement heretofore authorized and the purpose for the financing of which the bonds are to be issued is the replacement of force mains to connect with the Township of Middletown Sewerage Authority's interceptor main, including all work and materials necessary therefor and incidental thereto. The project was originally authorized to be undertaken and performed by the Atlantic Highlands – Highlands Regional Sewerage Authority (the "Authority"). Pursuant to Ordinance O-14-1 of the Borough, the Authority will be dissolved effective March 31, 2014, and the Borough will complete the construction and financing of this project.

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(c) The estimated cost of the Borough's share of the improvement or purpose is \$1,682,800, including the \$1,632,800 appropriated by the Original Bond Ordinance and the \$50,000 appropriated herein. The Borough of Atlantic Highlands, New Jersey by virtue of one or more bond ordinances shall provide for its share of the improvement or purpose.

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Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

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(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 30 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$50,000, but that the net debt of the Borough determined as provided in the Local Bond Law is not increased by this bond ordinance. The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$403,600 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$353,600 was estimated for these items of expense by the Authority and shall be treated by the Borough as permitted items of expense permitted under N.J.S.A. 40A:2-20 and an additional \$50,000 is estimated therefor herein.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44(c).

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3 hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

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Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Seconded by Mr. Redmond and introduced 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

Mr. Pfeffer stated that the adoption is contingent upon approval of the Local Finance Board. If we do not get their approval by March 19th, we can still have the public hearing and carry the adoption to the next council meeting.

Committee Reports:

Finance

Mr. Pfeffer stated that he went to Trenton last week for meetings with FEMA and Community Development Loan, and the Essential Service Grant Application. For the Essential Service Grant application, we have to have the budget introduced by the end of March. He plans to introduce the budget at the March 19th meeting.

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Mr. Pfeffer then gave a brief breakdown of the budget. His main goal was to come up with a reasonable budget, and still leave some surplus for 2015. We closed out 2013 with \$2.6 million surplus in the general fund. There was slightly over \$700,000 in the sewer/utility fund. He set aside \$100,000 for tax appeals. We need to generate surplus. He would like to close out 2015 with \$1.5 million in surplus. We are coming in right now with a 9 ½% tax increase. He then detailed various increases in the budget.

Mr. Francy questioned the tax increase and if it needs to go to referendum.

Mr. Pfeffer responded, no, it's under the CAP.

Public Safety

Chief Blewett read thru his 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
March 2014

- * On January 15, 2014, the Highlands Police Department assisted FBI special agents executing a search warrant on a Highlands residence. Layne Bracht, 31 years old, Highlands was charged with possessing child pornography. At the time of the arrest FBI agents seized digital evidence from the home that contained videos and images depicting child sexual abuse. The investigation which was handled by the FBI Child Exploitation Task force in cooperation with the Monmouth County Prosecutor's Office revealed that Mr. Bracht distributed videos and images on the internet through file sharing software that depict child sexual abuse. After the arrest Mr. Bracht made an initial appearance in Trenton federal court at which time he was remanded without bail.

- * As the result of a month long investigation into the distribution of narcotics; the Highlands Police Department arrested Robert W. Werthwein, 55 years of age, Hazlet and Bryan J. Bodnar, 24 years of age, Highlands on February 11, 2014 charging both with multiple drug offenses. The investigation revealed that the two had a system of delivery upon demand in which Mr. Bodnar would collect money from several individuals then telephone Mr. Werthwein who would deliver the heroin to Highlands. Mr. Bodnar would then distribute the heroin to the original purchasers. Dsgt. Joseph Rogers and Ptl. Ruth charged Mr. Bodnar with possession of a controlled dangerous substance (heroin), distribution of a controlled dangerous substance (heroin), distribution of a controlled dangerous substance within a school zone, (2) counts of conspiracy to distribute a controlled dangerous substance (heroin), and distribution of a controlled dangerous substance within a park zone. Mr. Bodnar's bail was set at \$700,000.00 by NJ Superior Court Judge Mellaci. Mr. Werthwein was charged with possession of a controlled dangerous substance (heroin), distribution of a controlled dangerous substance (heroin), distribution of a controlled dangerous substance within a school zone and distribution of a controlled dangerous substance within a park zone. His bail was set at \$400,000.00. Both individuals were subsequently transported to the Monmouth County Correctional Institution, Freehold in lieu of bail. During the arrests the department seized a 2008

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Chevrolet Impala owned by a third party. As long as it can be determined that the owner had knowledge of the criminal use the Monmouth County Prosecutor's Office will handle the forfeiture process.

* **Administration:**

- Hiring
 - Special Law Enforcement Officer Class II (SLEO II)
 - Hired (1) SLEO II – Michael Carlino
 - SLEO Carlino has been scheduled to work with Field Training Officer
 - FTO program is designed to develop an officer's understanding of accepted police procedures through real life situations.

* **Investigations:**

Between January 16, 2014 and February 15, 2014 this department handled a total of 7 initial investigations which included thefts, narcotics, endangerment and an unattended death that required additional follow up by the detective division including witness interviews/statements, referrals/meetings with other agencies such as the Monmouth County Prosecutor's Office and the Division of Youth and Family Services.

- Total Investigations - 7
 - Closed - 4
 - Arrests – 2
 - Open Investigations – 6 (including 3 from the end of 2013)

* Total Calls for Service: 429

* Arrests: Adults: 29 (3 for possession of CDS)

JV: 2

* Summons: Total: 80

Moving Violations: 31
Non-Moving: 22
DWI: 6
Boro Ordinance: 21

Mayor Nolan commented on the heroin problems in town. This has affected his family. He feels that we need more police officers. Our Police Officers are doing a great job but they need more help.

Administration

INSERT TIM HILL'S REPORT

Kim Skorka of Shore Drive suggested putting the free trees in the municipal lot next to Havana.

Mr. Hill stated that we will determine appropriate areas.

Mr. Francy would like Mr. Hill to provide a list of grants that are in process monthly.

Ms. Ryan stated that a report from Mr. Nelson will be in the newsletter. She anticipate the newsletter should be done by the 15th.

Ms. Kane stated that the streets need to be cleaned of all the sand.

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Mr. Hill already has Monmouth County coming in with their street sweeper.

Ms. Kane would also like to schedule an Open Space Meeting for April 16th at 7:30 p.m. It could be held in his office. She also said she has a group coming in to clean up Kavookjian Field on May 9th. She will keep Mr. Hill up to date.

Library

There was no report tonight.

Highlands Business Partnership

Carla Cefalo-Braswell gave a report of upcoming events in the month of March. There will be a Guinness Run on Sunday, March 16th and the St. Patrick's Day Parade is scheduled for March 22nd. She stated that they received 50% of Tourism Grant Award. They are in the process of printing 2014 Visitor's Guides. She further updated various grants, projects and distributions.

Shared Services

Mr. Francy asked about the agreement with Atlantic Highlands for the C-2 License.

Mr. Padula stated that they are working on it. Their Administrator drafted an agreement and it was not acceptable. He re-did it and gave Mr. Hill a draft to submit to Atlantic Highlands.

Other Business:

Windansea Request for Extended Hours for Noise for Memorial & Labor Day

Mayor Nolan said this item is being removed for tonight's meeting.

Paint the Town Pink Announcement

Margaret Kurta announced that this event will not cost the Borough anything. There are events and pink banks at various locations for donations. They will also have Pink your ride. You can register on line. She further explained various volunteers and donations for the event. The Borough website will have the information posted. This event is for the month of May.

Mayor Nolan stated that resolution R-14-82 was passed tonight supporting this event.

Property Maintenance Code Compliance Committee Reports to Council

Larsen Bardari of Prospect Street addressed the council stating that this committee wants the town to support their group. They want to fix up the community. They will work with the code enforcer. Once the group is established, we will have regular meetings.

Craig Marshall, of Long Term Recovery Group, said they are trying to reach to project champions to encourage activity of groups.

Mayor Nolan said contact and meeting information will be posted on the website when all is established.

Rutgers Post Sandy Survey

Mr. Francy stated that Rutgers obtained the grant. They are conducting surveys for recovery for several towns including Highlands.

Mrs. Cummins will have the link put on our website.

Tara Ryan said this will also be in the first newsletter.

Guinness Run

Carla Cefalo-Braswell gave a brief explanation. It is a fundraiser for the St. Patrick's Day parade. It will start at Havanna Restaurant on Sunday, March 16th at 2:00. You will run with green liquid in a cup from Havanna on Bay Avenue to Miller Street and back.

Review of Engineers Proposal for Drainage Project

Mr. Leubner stated that T&M submitted proposal to bring the plans to completion and review the permits.

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Mr. Francy said the he received the proposal from Mr. Keady. He asked him to commit to a review of our drainage plans, the Army Corp of Engineers Project and the drainage project to make sure all three plans coordinate. It will be a peer review of engineers at T&M.

Mrs. Cummins will have a resolution on for the next meeting.

Fire House Upgrades

Mayor Nolan thanked the Fire Department for their help with the delivery of Girl Scout cookies on Saturday.

Mr. Pfeffer explained that he has been in contact with the Fire Department regarding the water damage. His concern is the impact on the budget and how we can handle it. After he spoke with the adjuster from the County Insurance Program, only \$2500 will come from the budget. The fire department also asked if other items outside of the damage could be addressed.

Mr. Hill said that some are upgrades.

Mayor Nolan offered a motion to move forward with the upgrades to the Fire House and seconded by Mr. Francy 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

Public Portion:

Kim Skorka of 315 Shore Drive thanked Mr. Hill, Mrs. Cummins and the DPW for having the road cleared of snow. She asked about repairs to unsafe structures Ordinance O-14-06 being taken off the agenda.

Mr. Padula will look into this.

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

The Meeting adjourned at 9:37 p.m.

Debby Dailey, Deputy Clerk