

**Borough of Highlands
Mayor & Council
Regular Meeting
October 1, 2014**

Mayor Nolan called the meeting to order at 7:15 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. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan

Absent: None

Also Present: Carolyn Cummins, Borough Clerk

Tim Hill, Borough Administrator

Patrick DeBlasio, Tax Collector

Bruce Padula, Borough Attorney

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:**
- 2. Contract: Professional Engineering**
- 3. Real Estate: Municipal Facilities Update, Sale of Municipal Properties**
- 4. Personnel Matters: Sandy Recovery Employee**
- 5. Investigation:**
- 6. Attorney-Client Privilege: Noise Ordinance Amendment Update
Mercantile License Ord. - Modify
Conflicts of Interest - Update
Depuration Commission Existence
Barry Leeser Re-Payment Strategies**

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

ROLL CALL:

AYES: Mr. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan
NAYS: None
ABSENT: None
ABSTAIN: None

The Governing Body then entered into Executive Session.

Mayor Nolan called the Regular Meeting back to order at 8:20 p.m.

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

Mayor Nolan asked for a moment of silence for our troops overseas.

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ROLL CALL:

AYES: Mr. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan
NAYS: None
ABSENT: None
ABSTAIN: None

American Legion Liquor License Violation Hearing:

Mayor Nolan stated that will be heard later in the meeting.

Consent Agenda:

Mayor Nolan asked if there were any items on the consent agenda that they wanted pulled or discussed.

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

**RECAP OF PAYMENT OF BILLS
10/01/2014**

CURRENT:		\$	77,870.20
Payroll	(09/15/2014)	\$	113,162.34
Manual Checks		\$	
Voided Checks		\$	
SEWER ACCOUNT:		\$	19,427.17
Payroll	(09/15/2014)	\$	3,045.25
Manual Checks		\$	
Voided Checks		\$	
CAPITAL/GENERAL		\$	40,995.00
CAPITAL-MANUAL CHECKS		\$	
Voided Checks		\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	710.29
Payroll	(0915/2014)	\$	525.00
Manual Checks		\$	
Voided Checks		\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND		\$	940.15
Payroll	(09/15/2014)	\$	736.17
Manual Checks		\$	
Voided Checks		\$	
DEVELOPER'S TRUST		\$	
Manual Checks		\$	
Voided Checks		\$	

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

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
KANE		x	x			
REDMOND			x			
RYAN			x			
NOLAN	x		x			
			x			
ON CONSENT AGENDA			x	YES		NO

Minutes Approved on Consent Agenda:

Mayor Nolan offered a motion for the approval of the September 3rd, 2014 Regular and Executive Minutes, seconded by Ms. Kane and all were in favor on the following roll call vote:

ROLL CALL:

AYES: Mr. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan

NAYES: None

ABSTAIN: None

R-14-209 – Resolution Authorizing Refund of Overpayment:

R-14-209

AUTHORIZING REFUND OF SEWER 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 sewer fees, 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 individuals and property owners of the specific properties listed below, and attached hereto:

BLOCK LOT YEAR AMOUNT NAME

Re: Taxpayer Excess Payment
 117 1 2014 \$838.99 LEONARDO MARANDO
 (Acc#3670-0)

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
KANE		x	x			

REDMOND			x			
RYAN			x			
NOLAN	x		x			
ON CONSENT AGENDA			x	YES		NO

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Other Resolutions:

R-14-207 – Resolution Rejecting Bids for Bay Street Retaining Wall:

Mrs. Cummins read the title of resolution R-14-207.

Mr. Hill explained that bids did come in and there were mathematical errors. We will be re-bidding this project.

Borough of Highlands

Resolution No. R-14-207

REJECTING ALL BIDS RECEIVED FOR THE REPLACEMENT OF THE 8 BAY STREET RETAINING WALL AND AUTHORIZING THE READVERTISEMENT AND ACCEPTANCE OF BIDS

WHEREAS, pursuant to N.J.S.A. 40A:11-1, et seq. the Borough of Highlands advertised and solicited bids for the Replacement of the 8 Bay Street Retaining Wall; and

WHEREAS, the Borough received two bids from the following:

Practical, LLC	\$493,000.00
Tony & Sons, Inc.	\$377,070.00

WHEREAS, the Borough has determined that the bids received were not reasonable as to price, on the basis of cost estimates prepared by the Borough and that it is necessary to reject all bids pursuant to N.J.S.A. 40A:11-13.2. and to readvertise the project.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands, County of Monmouth, New Jersey that the Borough hereby rejects all bids submitted for the Replacement of 8 Bay Street Retaining Wall.

BE IT FURTHER RESOLVED that the Borough is hereby authorized to readvertise and accept bids for the Replacement of 8 Bay Street Retaining Wall.

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.

BE IT FURTHER RESOLVED, by the Governing Body of the Borough of Highlands as follows:

1. Certified copies of this resolution shall be provided by the Office of the Borough Clerk to each of the following:
 - A. Borough Engineer
 - B. Chief Financial Officer
 - C. All Bidders
2. That the Borough Clerk be authorized to return Bid Bonds to all bidders.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD		x	x			

KANE			x			
REDMOND			x			
RYAN			x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

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R-14-208 – Resolution Authorizing HBP to Perform Work:

Mrs. Cummins read the title of Resolution R-14-208.

Ms. Kane explained that this is a resolution on the books. The HBP is going to enforce the projects down Miller Hill Wall Painting. It is not completed at this time. They are also going to take ownership of the bus shelter at the top of Miller Street. They will have a time line to Mr. Hill by the spring. She is planning to have a kick off meeting after the Oktoberfest. The HBP will work with the Historical Society. She will be asking for the councils input for designs.

**R-14-208
RESOLUTION
AUTHORIZING THE HIGHLANDS BUSINESS PARTNERSHIP
TO PROVIDE PAINTING PROJECTS TO THE MILLER STREET RETAINING WALL
AND THE MILLER STREET BUS SHELTER**

WHEREAS, the Highlands Business Partnership has requested permission to perform painting projects for both the Miller Street Wall and the Miller Street Bus Shelter; and

WHEREAS, both Council Representatives to the Highlands Business Partnership Rebecca Kane and Kevin Redmond have both endorsed this project.

NOW, THERE FORE BE IT RESOLVED by the Governing Body of the Borough of Highlands that the Highlands Business Partnership is hereby authorized to paint the Miller Street Wall and Miller Street Bus Shelter at no cost to the Borough conditioned upon that prior to work commencing the HBP must submit a plan and must be approved by the two Council Representatives to the HBP Rebecca Kane and Kevin Redmond and the Borough Administrator.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
KANE			x			
REDMOND		x	x			
RYAN			x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

R-14-210 – Resolution Authorizing Municipal Alliance 1-B Grant Application:

Mrs. Cummins read the title of Resolution R-14-210.

Mr. Hill explained that money was returned to the County Alliance Program. We had an opportunity to apply for additional funding.

**Governor’s Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2014-June 2019**

R-14-210

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FORM 1B**

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Governing Body of the Borough of Highlands, County of Monmouth, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Highlands Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Highlands Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Monmouth;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Highlands, County of Monmouth, State of New Jersey hereby recognizes the following:

1. The Highlands Council does hereby authorize submission of a strategic plan for the Highlands Municipal Alliance grant for fiscal year July 2014 – June 2019 in the amount of:

DEDR	\$ <u>5500.00</u>
Cash Match	\$ <u>1375.00 (Highlands \$687.50/Atl. Highlands \$687.50)</u>
In-Kind	\$ <u>4125.00</u>

2. The Highlands council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
(Name), Mayor

CERTIFICATION

I, _____, Municipal Clerk of the Borough of Highlands, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Highlands Council on this 1st day of October, 2014..

Carolyn Cummins, *Municipal Clerk*

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
KANE			x			
REDMOND		X	x			
RYAN			x			
NOLAN	X		x			
ON CONSENT AGENDA			YES	x		NO

Ordinances: Introduction & Set Public Hearing Date for October 22nd:

O-14-27 – Ordinance Prohibiting Parking on Portland Road

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Mrs. Cummins read the title of O-14-27 on for introduction and setting of a public hearing date of October 22nd.

Mr. Hill stated that this needs more investigation. He met the Chief of Police. There may be additional parking on Portland Road.

Mayor Nolan offered a motion to carry Ordinance O-14-27 to December 3rd meeting and seconded by Ms. Ryan and all were in favor on the following roll call vote:.

ROLL CALL:

AYE: Mr. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan
NAY: None
ABSTAIN: None
ABSENT: None

O-14-28 – Ordinance Designating Portion of Valley Avenue to One Way

Mrs. Cummins read the title of O-14-28 on for introduction and setting of a public hearing date of October 22nd, 2014.

Mayor Nolan offered the following Ordinance and moved on its introduction and setting of a public hearing date of October 22, 2014 at 8: 00 P.M.

O-14-28

**ORDINANCE AUTHORIZING THE BOROUGH OF HIGHLANDS
TO AMEND SECTION 7-4 OF THE BOROUGH CODE TO DESIGNATE
VALLEY AVENUE A ONE-WAY STREET IN THE DIRECTION OF NORTHEAST
FROM HIGHLAND AVENUE TO ROUTE 36**

WHEREAS, pursuant to N.J.S.A. 39:4-197, the Borough has the authority to pass an Ordinance, without the approval of the Commissioner, and consistent with the current standards prescribed by the Manual on Uniform Traffic Control Devices for Streets and Highways, relating to the control of traffic in public streets, including designation of a one-way street; and

WHEREAS, the Borough of Highlands previously allowed individuals travelling in the Borough to utilize Valley Avenue as a two-way street; and

WHEREAS, the Borough wishes to amend Code Section 7-4 to designate Valley Avenue a one-way street in the direction of Northeast from Highland Avenue to Route 36; and

WHEREAS, the Chief of Police has recommended the aforementioned changes because of safety concerns of individuals travelling on Valley Road; and

WHEREAS, the Governing Body has determined that it is in the best interests of the residents of the Borough to amend Code Section 7-4 to designate Valley Avenue a one-way street in the direction of Northeast from Highland Avenue to Route 36;

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 7-4 “One-Way Streets” shall be amended as follows:

Schedule II One-Way Streets

<i>Name of Street</i>	<i>Direction</i>	<i>Limits</i>
Valley Avenue	Northeast	From Highlands Avenue to Route 36

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.

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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 Ms. Kane and introduced on the following roll call vote:

ROLL CALL:

AYE: Mr. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan
NAY: None
ABSENT: None
ABSTAIN: None

Other Business:

Finance

Mr. DeBlasio stated that the Borough will be holding an on-line tax sale on November 24th. We are working on tax and sewer payments being done online in 2015. The Budget Committee is meeting on a bi-weekly basis. The 2014 budget transfers are eligible to be made on November 1st. He is working on the Bayview Condo Agreement. They want their 2014 agreement reviewed. The State released a Best Practices Checklist. There are about 50 financial questions that the State requires from each town. We will need a resolution at the next meeting.

Public Safety

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
October 2014

- * Kevin G. Dingee, 52 years old, Highlands, was arrested for aggravated assault and criminal restraint following a domestic incident on August 15, 2014. Mr. Dingee was subsequently transported to the Monmouth County Correctional Institution in lieu of \$15,000.00 bail.
- * On August 19, 2014, a local business owner reported that an employee took the company's white pickup truck without permission. As a result Sean T. Limberger, 44 years old, Highlands, was charged with unlawful taking of a means of conveyance. The vehicle was located in Red Bank and the Red Bank Police Department served Mr. Limberger with the warrant. Mr. Limberger was released on his own recognizance pending a court appearance.
- * On August 22, 2014, officers responded to a report of two males entering unoccupied vehicles. While approaching the scene officers attempted to stop two males in the area for questioning at which time the individuals ran from police. Officers searched the area and after a few minutes located one of the individuals. Subsequently, Christopher L.

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Slover, 24 years old, Highlands, was arrested and charged with burglary, terroristic threats, resisting arrest, criminal mischief and simple assault. Officers continued their investigation and determined that Mr. Slover was involved in an assault in a local tavern and was charged. The second individual was also identified as Andrew C. Gill, 20 years old, Highlands. Mr. Gill was arrested and charged with burglary, theft, resisting arrest and criminal mischief. Bail for both individuals was set at \$10,000.00 and they were transported to the Monmouth County Correctional Institution.

- * Megan C. Clancy, 20 years old, Keansburg, was arrested and charged with aggravated assault, resisting arrest, criminal mischief and disorderly conduct after she was found highly intoxicated and became violent and disorderly in the middle of a public roadway. Once at police headquarters, the accused also spit on, kicked and attempted to bite multiple officers.
- * On September 1, 2014, officers responded to a report of a loud altercation in the street on Barberie Avenue. As a result of an investigation into the matter Jason J. Shiffert, 33 years old and Michael H. Williams, 28 years old, both of Pennsylvania were arrested and charged with possession of a weapon, possession of a weapon for an unlawful purpose and disorderly conduct. Bail was set at \$23,000.00 each and both men were subsequently transported to the Monmouth County Correctional Institution in lieu of bail.
- * The United States National Park Service Law Enforcement officers requested the assistance of the Highlands Police Department on September 3, 2014 to secure/evacuate the Sandy Hook Day Care Center after receiving a bomb threat.

* **Administration:**

- Homeland Security
 - Share 911
 - A private and secure network that works on computers, tablets and mobile devices which enables school employees to share critical real time information directly with police.
 - Currently updating the department issued cell phones to smartphones for a more effective integration with the system.
 - There are now two active emergency contact systems linking the police department directly with the schools for emergency notifications.
 - WAVE System
 - Emergency police ban radio broadcast system for emergency response
 - Share 911
 - Provides updated information directly from staff to emergency responders.
 - Drill – Active Shooter
 - Atlantic Highlands Elementary School (joint training with AHPD)
 - HPD currently working with the schools on revising policies and planning training for the near future.
- Manpower
 - Weekend night shifts supplemented patrol
 - The warmer weather months historically is a busier time for police response calls and this year was no exception. The department's utilization of a Special Law Enforcement Officer along with our participation in DWI patrols funded through State Grants has allowed the department to supplement the weekend night shifts and provide the duty officers with additional back up.
- Hiring
 - Regular Officers –
 - Certified Civil Service List (received)
 - Notice to Candidates (application packets)

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- Interviews/Background Investigations – to be scheduled upon return of application packets.
- Special Law Enforcement Officers
 - Received (2) applications
- Grants
 - The Highlands Police Department participated in the Drive Sober or Get Pulled Over Campaign. The State Division of Highway Traffic and Safety awarded the department funds that covered the cost of hiring off-duty officers for the enforcement of driving while intoxicated laws.
 - Period: August 15, 2014 through September 1, 2014
 - Award: \$5,000.00
- Ordinances
 - Noise ordinance
 - Had a second meeting to discuss changes with the ordinance but were still unable to come to a resolution.
- First Aid
 - Narcan Administration

On August 3, 2014, officers responded to a report of an unconscious adult male. Upon arrival the officers along with the Highlands First Aid Squad determined that the male possibly overdosed. Narcan was administered on scene and the patient's condition improved. The patient was then transported to a local hospital by the Highlands First Aid Squad. No criminal charges were filed.

* **Training:**

- MOCERT
 - Ptl. Troy Hartsgrove recently passed all training phases and was recently accepted to the team.

* **Investigations:**

During this period the detective bureau handled (2) new initial burglary investigations that required additional follow up including witness interviews/statements, referrals/meetings with other agencies (Monmouth County Prosecutor's Office/Division of Youth and Family Services) and is in addition to investigations that were handled by other officers but does not include routine calls handled on a daily basis or carry over investigations from previous months.

* **Narcotics:**

The Highlands Police Department Street Crimes Unit is investigating an increased number of complaints relating to narcotic sales and distribution within the Borough. The Highlands Police Department urges its residents to beware of activities going on around their neighborhood and to report any information related to narcotics activity.

* **Community Policing:**

- Explorers
 - Raffle
 - Again this year, the Highlands Business Partnership sponsored a raffle and donated the proceeds to the program.
 - The funds are used to support the program and will help to purchase equipment, uniforms, training and activities for the participants.
 - Events
 - Twin Lights Run – August 10, 2014
 - participants volunteered to assist event staff by

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directing event goers to designated parking areas.

- Action Park Trip – August 18, 2014

* Total Calls for Service:	650
* Arrests:	Adults: 15 (1 for possession of CDS)
	JV: 1
* Summons: Total:	166
	Moving Violations: 39
	Non-Moving: 46
	DWI: 2
	Boro Ordinance: 66

Administration

Mr. Hill gave his report.

1. Various Recovery Related items:

- a. Borough Hall / Community Center – Radar detection inspection to be completed on October 14th to ascertain if there is any additional sub-surface issues in either facility. Results will finalize scope of work to be performed and provide us with maximum funds that can be allocated through FEMA for each.
- b. NJDCA Unsafe Structure Program – Initial inspections conducted the week of September 22-24. State will review and further discuss program eligible projects with us once drafted. This will not be “final” list and demolitions will only take place with full cooperation and concurrence with property owners.

2. Department of Public Works

- a. Sanitation / Garbage Recycling / Bulk – Reminder to residents to place items at the curb no later than 5:00 a.m. the day of your scheduled pick-up. Placing items after the trucks have completed the route have generated calls and corrective actions.
- b. Bulk pick up completed in September, next Bulk Pick-Up is December as per collection Zones.
- c. Brush & Leaf pick-up will be held Oct / Nov / December as per collection Zones.

3. Building and Housing: September 2014

a. Const. Office - NO Report Submitted

b. **Zoning Office:** 23 Approvals 1 Mercantile Approvals 1 Building Size Determination Letter sent

Floodplain: 15 Approvals 3 Letters of Compliance 2 Substantial Damage Determination Letters + further compliance, Flood Zone Inquiry letters sent.

c. **Code Enforcement:** 54 total inspections, 23 CO's issued, 21 Failed

8 Passed upon re-inspection.

4. Recreation Dept.

Distributed 42 Farmers' Market Vouchers to eligible Senior Citizens. Senior Citizen Group has re-organized and will be meeting monthly at the VFW.

Upcoming Recreation Events / Programs

1. Men's Fall Basketball League - Tuesday & Thursday evenings, September 16 - November 20, 7:00 pm - 8:30 pm at Henry Hudson Regional School. This program will be fee based. Registration forms are available at the Borough Hall Trailer located at 42 Shore Drive or on-site the night you attend.

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2. Kids on the Move Program - September 22 - June 10, 2015, Monday, Tuesday, & Wednesday afternoons from 3-5 pm at the Highlands Elementary School. This program is for Highlands residents ages 8-14. Application packets are available at the Borough Hall Trailer located at 42 Shore Drive or at the HES Gym Mondays - Wednesdays from 3-5 pm.
3. Flu & Pneumonia Shots - Thursday, October 9th from 11:00 am - 12 noon at PTAK Towers located at 215 Shore Dr. Flu Shots are \$28 and Pneumonia Shots are \$80. No fee is charged if you have Medicare Part B Insurance. You must bring proof of Medicare coverage with you the day of the clinic. No other insurance is accepted.
4. High School Teen Nights - for ages 14-18, Oct. 3rd; Nov. 14th; Dec. 5th; and Jan. 9th at the Highlands Elem. School Gym from 7-9:30 pm. The event is free and pizza & soda will be served.
5. Middle School Teen Nights - for grades 7 & 8, Oct. 17th & Nov. 21st at the Highlands Elem. School Gym from 7-9:30 pm. The event is free and pizza & soda will be served.
6. Halloween Costume Contest & Magic Show (pending confirmation) - Sunday, October 26th at the Henry Hudson Regional School Cafetorium. Costume Contest at 1:00 pm and Magic Show at 1:30 pm. Categories for participation in the costume contest are as follows: Ages 3 and under; Ages 4, 5, & 6; Ages 7, 8, & 9; Ages 10 & up; and Themed Group of 3 or more. Prizes, candy, and refreshments will be available.

5. Administration

- a. Continue working with NJ Future on SRPS and documentation that will enable us to have this approved by DCA.
- b. Working with various departments with minor repairs and clean up at parks and other locations.
- c. Received permission to allocate funds for contractual street sweeping service for remainder of 2014 ---- weekly Bay Ave and requesting that each street / road in town be done at least one time as scheduled with vendor. Quotes are being reviewed.
- d. Continue to work with Monmouth County Park System on the Battery Lewis Restoration Project.
- e. Work Force Development program has started with 4 employees – assistance to various projects.

Mr. Card asked about manhole covers on Beach, Ocean and Central Avenues, that are not bolted down.

Mr. Hill will look into it.

Mayor Nolan announced that they will be taking a ten minute break. The council will leave the room and will enter executive session.

Mayor Nolan offered a motion to re-enter executive session, seconded by Ms. Kane and all were in favor on the following roll call vote:

ROLL CALL:

AYE: Mr. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan

NAY: None

ABSENT: None

ABSTAIN: None

Council entered Executive meeting at 8:40 p.m.

The Council returned to the regular meeting at 8:47 p.m.

Mayor Nolan offered a motion to enter back into the regular meeting, seconded by Ms. Kane and all were in favor.

American Legion Liquor License Violation:

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Mr. Padula stated that we reached an amicable agreement with the American Legion. He spoke of the May 2, 2012 signed settlement agreement. This agreement is very similar. There will be a 40 days suspension held in abeyance for one year. Any violation of the ABC code or this agreement within the one year period will result in serving the 40 day suspension plus a charge for what the violation was. This settlement does not constitute a guilty plea or violation.

Mr. Padula stated that an agreement will be prepared and adopted by resolution.

Mayor Nolan offered a motion to accept terms placed on the record, seconded by Ms. Kane and all were in favor on the following roll call vote:

ROLL CALL:

AYE: Mr. Card, Ms. Kane, Mr. Redmond, Ms. Ryan, Mayor Nolan

NAY: None

ABSENT: None

ABSTAIN: None

Committee reports continued.

Library

Ms. Ryan spoke of the free library box by Huddy Park. She wants to put a second one up at Veteran's Park. We did receive a grant. She hopes it will go up in the spring.

Highlands Business Partnership

The report was given out to the table.

INSERT HBP REPORT

Mayor Nolan reminded all of the Oktoberfest on Sunday from 12 to 8 p.m.

Shared Services

No report for tonight.

Website Committee Report

Ms. Ryan introduced the committee – Al Prichard and Jen Olsen. They have been working on a survey. They will give a brief explanation tonight.

Al Prichard gave a power point presentation. They want to find out what the residents are looking for. They will combine the comments from the survey with investigations they have been doing with other municipal sites.

Ms. Ryan hopes to have the report by early November.

Other Business:

Community Center Playground Project Update

Mr. Hill stated that he is waiting for information from the Snow Flake Foundation. He will try to get a better cost estimate. The new rims and backboards were installed today.

Mayor Nolan asked about the lighting.

Mr. Hill will call JCP&L to put the parking lot lights back on.

North Street Pump Station

Mr. Card spoke the clarification from T&M on the T4 rating. We can have diesel engines along the water but requires yearly inspections. The inspections are very expensive. He just wanted to clarify this when asked about electric engines vs. diesel.

Veteran's Park Funding

Tabled.

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Getting to Resilience Report

Mr. Card spoke of a Jacque Cousteau report that was out in June. He feels this is an effective road map to helping us move forward. He feels we need to start embracing the resources that are out there.

Mr. Hill said NJ Future set up the meeting with the Jacque Cousteau Foundation. He will follow up with Steve Nelson if they had a public session.

Cat License Ordinance

Mr. Hill explained that they are still working with the SPCA on a revision of the Cat License Ordinance. It does need to be changed. We cannot enforce what we have on the books right now.

Recycling Ordinance

Mr. Hill explained that we need to change our ordinance since we changed contract service. He would like to have a council member work with him to do a fine tooth look over the ordinance.

Mr. Redmond said he will work with Mr. Hill on this.

Pallone Meeting Report

Mr. Card requested this to be added on. He would like to hear what Congressman Pallone had to say.

Mayor Nolan explained that they presented our issues, FEMA and how much money is out there for grants and applications.

Mr. Hill said that we wanted a direct answer as to if we are eligible for flood mitigation grants from a few years ago. His office will be able to assist up with that. We also looked at flood and storm protection management, if there were any funds available. The Army Corp of Engineers project came up. There wasn't any decision but were interested in the project moving forward. He feels the meeting went well and they are waiting for their response.

Ms. Kane stated that we gave them all our problems. We need to see some money coming in. We need money for flood mitigation and repairs to facilities. He will be a big advocate on our behalf.

Public Portion:

Ms. Ryan announced a panel and question and answer period next Tuesday in Atlantic Highlands at the Affordable Housing Alliance. It is for people with questions about contractor, about the REM. There are new guidelines.

Carol Bucco of 330 Shore Drive spoke of new construction built on pilings next to Bayview Condos. She was concerned that permits were not done. It looks higher than allowable.

Mr. Hill will follow up with the Zoning Officer and get back to Carol Bucco.

Kim Skorka of 315 Shore Drive spoke of peddler's license. We need business in town.

Mayor Nolan agreed.

Kim Skorka said the Havana had music way too loud. She wants the town to get decimal meter. She wants the council to move on this now.

Carolyn Broulon of 12 Miller Street asked who a food chain would speak to come into town.

Mayor Nolan suggested they start with Mr. Hill and he will direct them to which board or group they would need to start with.

Barbara Ianucci of 28 Shrewsbury Avenue spoke of obtaining CRS credits and Sustainable Credits. We need to start getting points.

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Mayor Nolan said this information is on the website. We will take any information you have and pass it on to the BID.

Mrs. Braswell explained that we need 100 points.

Barbara Ianucci asked about the Snow Flake grant money.

Mr. Hill explained that it was table because the cost estimate came in too high. He explained the restrictions on the Snow Flake Grant money.

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 9:22 p.m.

Debby Dailey, Deputy Clerk