

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

Mayor Nolan called the meeting to order at 7:10 p.m.

Mrs. Cummins read through the following statement: As per requirement of P.L. 1975, Chapter 231. Notice is hereby given that this is a Work Shop/Regular Meeting of the Mayor & Council of the Borough of Highlands and all requirements have been met. Notice has been transmitted to the Asbury Park Press and the Two River Times. Notice has been posted on the public bulletin board.

ROLL CALL:

Present: Ms. Kane, Mr. Redmond, Ms. Ryan, Ms. Ryan

Absent: Mr. Card

Also Present: Carolyn Cummins, Municipal Clerk

Tim Hill, Borough Administrator

Patrick DeBlasio, Tax Collector

Bruce Padula, Borough Attorney

Dale Leubner, Borough Engineer

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: Grant Writer, Shared Services**
- 3. Real Estate: B72 L2, Auction Update**
- 4. Personnel Matters: Judge Interviews, Letter of Resignation**
- 5. Investigation:**
- 6. Attorney-Client Privilege: Captain's Cove, Havana Extend Hrs. Request**

BE IT FURTHER RESOLVED that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when the need for privacy no longer exists; and

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

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

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

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

(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 adopted on the following roll call vote:

ROLL CALL:

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

The Governing Body then entered into Executive Session.

Mayor Nolan called the Regular Meeting to order at 8:06 p.m.

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

ROLL CALL:

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

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

Consent Agenda:

Mayor Nolan stated that we will table R-15.65 and carry to the March 18th meeting. Mr. Card requested this. He is absent tonight and he was part of the interview process.

Mayor Nolan offered a motion to approve the Consent Agenda with the removal of R-15-65.

**R-15-66
RESOLUTION AUTHORIZING AWARD OF A “FAIR AND OPEN” CONTRACT
RFP – GRANT WRITING & CONSULTING SERVICES**

WHEREAS, the Borough of Highlands has a need for professional grant writing and consulting services; and

WHEREAS, the Borough has gone through the fair and open process, advertised on its website and in the Asbury Park Press on January 30, 2015 the solicitation for receipt of proposals from professional grant writers for said services and (3) three proposals were received; and documents on February 18, 2015; and

WHEREAS, the Borough has reviewed all proposals received and it was determined that Bruno Associates, Inc., satisfies the requisites contained in the request for proposals to be considered for professional services that the Borough may require during the contract year; and

WHEREAS, this contract is to be awarded for the price not to exceed \$34,200 per year with the certification of funds being provided by the Chief Financial Officer contingent upon the adoption of the 2015 municipal budget.

Patrick DeBlasio, CFO

NOW, THEREFORE BE IT RESOLVED by the Borough of Highlands Council as follows:

1. The firm of Bruno Associates, Inc. is retained to provide professional grant writing services for an amount not to exceed \$34,200 payable in monthly installments of \$2,850.00.
2. The contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1)(a) because it's for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract/proposal shall be placed on file with the Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

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

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015
R-15-67**

RESOLUTION APPROVING SOCIAL AFFAIR PERMIT

WHEREAS, the Highlands Fire Department has filed an application for a Social Affairs Permit for an event to be held on April 11, 2015 with no rain date; and

WHEREAS, the submitted application forms are complete in all respects, fees have been paid, and the license has been properly reviewed and approved by the Sgt. Robert Burton.

NOW, THEREFORE, BE IT RESOLVED that the Mayor & Council of the Borough of Highlands do hereby approve the Social Affair Permit for the Highlands Fire Department.

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

**R-15-68
RESOLUTION
APPROVING RAFFLE LICENSES**

WHEREAS, the Highlands Business Partnership AND the Highlands Fire Department have submitted Raffle License Applications No. RA1317-15-04, 05, (HBP); and No. RA1317-15-06 (HFD);

WHEREAS, all paperwork appears to be in order.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands does hereby approve Raffle License Application RA#1317-15-04, R-15-05 and R-15-06 and the Borough Clerk is authorized to sign off on licenses.

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

**R-15-69
RESOLUTION
APPOINTING SPECIAL POLICE OFFICER/CLASS II**

WHEREAS, there exists a need within the Police Department to appoint a part-time Special Law Enforcement Officer, Class II to cover open shifts ; and

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

WHEREAS, it is the recommendation of the Chief of Police that Daniel Abbatarco be appointed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that Daniel Abbatarco is hereby appointed as a part-time provisional Special Law Enforcement Officers, Class II effective immediately.

BE IT FURTHER RESOLVED that said provisional appointment be compensated at an hourly rate of \$15.00 per hour.

BE IT FURTHER RESOVLED that said appointment is contingent upon the candidate's completion of a psychological and physical examinations.

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

**R-15-70
RESOLUTION APPOINTING
PROVISIONAL PART-TIME POLICE COMMUNICATIONS OPERATOR**

WHEREAS, there is a need within the Police Department to appoint one part-time Police Communications Operator; and

WHEREAS, it is the recommendation of the Chief of Police that Ron Osadacz be appointed.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that Ron Osadacz is hereby appointed as a part-time provisional Police Communications Operator effective February 26, 2015.

BE IT FURTHER RESOLVED that said provisional appointment be compensated at an hourly rate of \$9.50 per hour.

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

**RECAP OF PAYMENT OF BILLS
03/04/2015**

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

CURRENT:		\$	605,064.04
	Payroll (02/28/2015)	\$	121,913.59
	Manual Checks	\$	
	Voided Checks	\$	
SEWER ACCOUNT:		\$	10,390.82
	Payroll (02/28/2015)	\$	4,645.29
	Manual Checks	\$	
	Voided Checks	\$	
CAPITAL/GENERAL		\$	
CAPITAL-MANUAL CHECKS		\$	
	Voided Checks	\$	
WATER CAPITAL ACCOUNT		\$	
TRUST FUND		\$	51,887.56
	Payroll (02/28/2015)	\$	750.00
	Manual Checks	\$	
	Voided Checks	\$	
UNEMPLOYMENT ACCT-MANUALS		\$	
DOG FUND		\$	
GRANT FUND		\$	3,947.50
	Payroll (02/28/2015)	\$	1,091.33
	Manual Checks	\$	
	Voided Checks	\$	
DEVELOPER'S TRUST		\$	
	Manual Checks	\$	
	Voided Checks	\$	

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

Other Resolutions:

R-15-71 – Resolution – Extend Licensed Premises Permit-Claddagh:

Mrs. Cummins read the title of R-15-71.

R-15-71

**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 21, 2015 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

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

Permit for the Claddagh of Highlands, LLC located at 297 Bay Ave for an event to be held on March 21, 2015 with no rain date.

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

R-15-72 – Resolution – “Paint the Town Pink” – May 2015

Mrs. Cummins read the title of R-15-72.

**R-15-72
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 2015; 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 2015.

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

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

Mr. Hill will confirm with the liaison from the past few years on this project.

R-15-73 – Resolution Regarding NJ Environmental Infrastructure Trust Finance Program:

Mrs. Cummins read the title of R-15-73.

Mr. DeBlasio explained that this enables the Borough to apply to the NJEIT for low interest loans on our sewer projects.

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

The following resolution was adopted at a regular meeting of the Borough Council of the Borough of Highlands, in the County of Monmouth, New Jersey held at the Municipal Building in the Borough on March 4, 2015, and the same shall be reflected in the minutes of such meeting.

R-15-73

RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF NOT EXCEEDING \$4,800,000 SEWER UTILITY BONDS, SERIES 2015, OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY, AND PROVIDING FOR THEIR SALE TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST AND THE STATE OF NEW JERSEY AND AUTHORIZING THE EXECUTION AND DELIVERY OF LOAN AGREEMENTS TO BE EXECUTED BY THE BOROUGH AND EACH OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST AND THE STATE OF NEW JERSEY, ACTING BY AND THROUGH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION AND FURTHER AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT PURSUANT TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST FINANCING PROGRAM.

WHEREAS, the Borough of Highlands, in the County of Monmouth, New Jersey (the "Borough"), has determined that there exists a need within the Borough to provide for the construction of a new storm water pump station in Jones Creek, replacement of the existing outfall from the Valley Street Pump Station, the replacement/upgrade of the existing storm water infrastructure and the installation of additional drainage infrastructure in various portions of the Borough (the "Project") as defined in each of that certain Loan Agreement (the "Trust Loan Agreement") to be entered into by and between the Borough and the New Jersey Environmental Infrastructure Trust (the "Trust") and that certain Loan Agreement (the "Fund Loan Agreement", and together with the Trust Loan Agreement, the "Loan Agreements") to be entered into by and between the Borough and the State of New Jersey, acting by and through the New Jersey Department of Environmental Protection (the "State"), all pursuant to the New Jersey Environmental Infrastructure Trust Financing Program (the "Program");

WHEREAS, the Borough has determined to finance the Project with the proceeds of a loan to be made by each of the Trust (the "Trust Loan") and the State (the "Fund Loan", and together with the Trust Loan, the "Loans") pursuant to the Trust Loan Agreement and the Fund Loan Agreement, respectively;

WHEREAS, to evidence the Loans, each of the Trust and the State require the Borough to authorize, execute, attest and deliver the Borough's Sewer Utility Bonds, Series 2015, in an aggregate principal amount not to exceed \$4,800,000, a portion of which will be to the Trust (the "Trust Loan Bond") and a portion of which will be to the State (the "Fund Loan Bond" and, together with the Trust Loan Bond, the "Borough Bonds") pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), other applicable law and the Loan Agreements;

WHEREAS, N.J.S.A. 40A:2-27(a)(2) of the Local Bond Law allows for the sale of the Trust Loan Bond and the Fund Loan Bond to the Trust and the State, respectively, without any public offering, and N.J.S.A. 58:11B-9(a) allows for the sale of the Trust Loan Bond to the Trust without any public offering, all under the terms and conditions set forth herein; and

WHEREAS, the Trust and the State have expressed their desire to close in escrow the making of one or more of the Loans, the issuance of one or more of the Borough Bonds and the execution and delivery of one or more of the Loan Agreements and the Continuing Disclosure Agreement, all pursuant to the terms of an Escrow Agreement (the "Escrow Agreement") to be entered into by and among the Trust, the State, the Borough and the escrow agent named therein; and

WHEREAS, in connection with the issuance of the Borough Bonds to the Program, the governing body of the Borough wishes to authorize the execution of certain certificates and opinions as may be required by the Program or Bond Counsel to the Borough (collectively, the "Escrowed Documents") by the Mayor, Chief Financial Officer, Borough Clerk, Counsel to the Borough, Project Engineer or Appraiser and/or Bond Counsel to the Borough (collectively, the "Borough Representatives") on or before the date when the Borough is scheduled to close the loans in escrow with the Program (the "Escrow Closing Date"), such documents to be delivered to Bond Counsel and held by Bond Counsel until such time as the Borough authorizes release of the same.

NOW, THEREFORE, BE IT RESOLVED by a 2/3 vote of the full membership of the governing body of the Borough as follows:

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

Section 1. In accordance with N.J.S.A. 40A:2-27(a)(2) of the Local Bond Law and N.J.S.A. 58:11B-9(a), the Borough hereby sells and awards its Borough Bonds in an aggregate principal amount not to exceed \$4,800,000 in accordance with the provisions hereof. The Borough Bonds have been referred to and are described in bond ordinances of the Borough, such bond ordinance were finally adopted by the Borough at meetings duly called and held on December 11, 2009, September 19, 2012 and April 26, 2014, at each time a quorum was present and acted throughout, all pursuant to the terms of the Local Bond Law and other applicable law.

Section 2. The Chief Financial Officer of the Borough (the "Chief Financial Officer") is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions established by the Trust and the State under the Loan Agreements and the terms and conditions hereof, the following items with respect to the Trust Loan Bond and the Fund Loan Bond:

- (a) The aggregate principal amounts of the Trust Loan Bond and the Fund Loan Bond to be issued, which aggregate principal amount shall not exceed \$4,800,000;
- (b) The maturity and annual principal installments of the Borough Bonds, which maturity shall not exceed 20 years;
- (c) The date of the Borough Bonds;
- (d) The interest rates of the Borough Bonds;
- (e) The purchase price for the Borough Bonds; and
- (f) The terms and conditions under which the Borough Bonds shall be subject to redemption prior to their stated maturities.

Section 3. Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Borough Bonds by the parties authorized under Section 4(c) hereof.

Section 4. The Borough hereby determines that certain terms of the Borough Bonds shall be as follows:

- (a) The Trust Loan Bond shall be issued in a single denomination and shall be numbered R-1. The Fund Loan Bond shall be issued in a single denomination and shall be numbered R-2;
- (b) The Borough Bonds shall be issued in fully registered form and shall be payable to the registered owners thereof as to both principal and interest in lawful money of the United States of America; and
- (c) The Borough Bonds shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Borough Clerk.

Section 5. The Trust Loan Bond and the Fund Loan Bond shall be substantially in the form set forth in the Trust Loan Agreement and the Fund Loan Agreement, respectively.

Section 6. The law firm of McManimon, Scotland & Baumann, LLC is hereby authorized to arrange for the printing of the Borough Bonds, which law firm may authorize McCarter & English, LLP, bond counsel to the Trust and the State for the Program, to arrange for same. The Borough auditor is hereby authorized to prepare the financial information necessary in connection with the issuance of the Borough Bonds. The Mayor, the Chief Financial Officer and the Borough Clerk are hereby authorized to execute any certificates necessary or desirable in connection with the financial and other information. Bond Counsel to the Borough is hereby authorized to accept and hold the Escrowed Documents on or before the Escrow Closing Date and to release same upon the direction of the Borough.

Section 7. The Borough hereby designates the Chief Financial Officer to award the Bonds in accordance with Section 2 hereof and such financial officer shall report in writing the results of the sale to this Council as required by law.

Section 8. The Mayor and the Chief Financial Officer are hereby severally authorized to execute any certificates or documents necessary or desirable in connection with the sale of the Borough Bonds, and are further authorized to deliver same to the Trust and the State upon delivery of the Borough

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

Bonds and the receipt of payment therefor in accordance with the Loan Agreements.

Section 9. The Trust Loan Agreement, the Fund Loan Agreement and the Escrow Agreement (collectively, the "Financing Documents") are hereby authorized to be executed and delivered on behalf of the Borough by either the Mayor or the Chief Financial Officer in substantially the forms attached hereto as Exhibits A, B and C, respectively, with such changes as the Mayor or the Chief Financial Officer (each an "Authorized Officer"), in their respective sole discretion, after consultation with counsel and any advisors to the Borough (collectively, the "Borough Consultants") and after further consultation with the Trust, the State and their representatives, agents, counsel and advisors (collectively, the "Program Consultants", and together with the Borough Consultants, the "Consultants"), shall determine, such determination to be conclusively evidenced by the execution of such Financing Documents by an Authorized Officer as determined hereunder. The Borough Clerk is hereby authorized to attest to the execution of the Financing Documents by an Authorized Officer of the Borough as determined hereunder and to affix the corporate seal of the Borough to such Financing Documents.

Section 10. The Authorized Officers of the Borough are hereby further severally authorized to (i) execute and deliver, and the Borough Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Borough to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Borough Clerk, as applicable, in their respective sole discretion, after consultation with the Consultants, to be executed in connection with the execution and delivery of the Financing Documents and the consummation of the transactions contemplated thereby, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery thereof.

Section 11. This resolution shall take effect immediately.

Section 12. Upon the adoption hereof, the Borough Clerk shall forward certified copies of this resolution to McManimon, Scotland & Baumann, LLC, bond counsel to the Borough, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust.

	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-15-74 – Resolution Approving Emergency Operation Plan:

Mrs. Cummins read the title of R-15-74.

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

**R-15-74
RESOLUTION APPROVING EMERGENCY OPERATION PLAN
& ANNEX PAGE TWO**

WHEREAS, Dave Parker, Office of Emergency Management Officer for the Borough of Highlands has submitted an Emergency Operations Plan for the Borough of Highlands; and

WHEREAS, the Governing Body of the Borough of Highlands had reviewed and approved the Emergency Operations Plan prepared by Dave Parker; and

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Highlands that Emergency Operations Plan and annex is hereby approved and the Mayor and Borough Clerk area hereby authorized to sign the following: Promulgation Statement and Statement of Approval.

10	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

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

Ordinances: Introduction & Set Public Hearing Date of March 18th:

O-15-10 –Ordinance Replacing Section 3-2 of the Borough Code, “Noise” in its entirety:

Mrs. Cummins read the title of O-15-10 on for introduction and setting of a public hearing date for March 18, 2015.

Mr. Redmond stated that this is a change in the time to 7am – 9pm, Sunday thru Thursday. It was originally 7am to 8 pm.

Mr. Redmond offered the following ordinance and moved on its introduction and setting of a public hearing date of March 18, 2015 at 8:00 PM.

O-15-10

**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

**AN ORDINANCE REPLACING SECTION 3-2 OF THE BOROUGH CODE, “NOISE,”
IN ITS ENTIRETY**

WHEREAS, the Borough of Highlands finds that it is necessary, for proper enforcement, to revise its noise ordinance in its entirety.

NOW, THEREFORE, BE IT ORDAINED by the governing body of the Borough of Highlands as follows:

SECTION ONE: Section 3-2, “Noise,” of the Revised General Ordinance of the Borough of Highlands shall be repealed and replaced with the following:

3-2 NOISE.

3-2.1 Declaration of findings and definitions.

- a. Excessive sound is a serious hazard to the public health, welfare, safety, and the quality of life;
- b. A substantial body of science and technology exists by which excessive sound may be substantially abated;
- c. The people have a right to an environment free from excessive sound;
- d. It is the policy of the Borough to prevent excessive sound that may jeopardize the health, welfare, or safety of the citizens or degrade the quality of life; and,
- e. This ordinance shall apply to the control of excessive sound originating from sources within the Borough.
- f. The following definitions shall apply to this Section:
 - i. “Daytime Hours” are defined as 7AM-9PM Sunday through Thursday and 7AM-10PM Friday, Saturday and Legal Holidays.

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

ii. "Plainly audible" shall mean any sound that can be detected by a person using his or her unaided hearing faculties of normal acuity. As an example, if the sound source under investigation is live entertainment or a portable or personal vehicular sound amplification or reproduction device, the detection of the rhythmic base component of the music is sufficient to verify plainly audible sound. The law enforcement officer need not determine the title, specific words or the artist performing the song.

iii. "Nighttime Hours" are defined as 9PM-7AM Sunday through Thursday and 10PM-7AM Friday, Saturday and Legal Holidays.

iv. "Speech interference" occurs when the noise from the noise-generating source under investigation results in the need for persons engaged in conversation with one another, at a distance of approximately 2 feet from one another, to rise their voice level to be fully heard by the other person when conversing at or within the property line of the complainant.

3-2.2 Prohibited Noise.

It shall be unlawful for any person to make, continue or cause to be made or continued any loud, unnecessary or unreasonable sound or any sound which annoys or disturbs the peace, quiet or safety of others, as follows:

- a. During nighttime hours no person shall permit any noise to emanate from any source or instrument whether natural or artificial, or use equipment outside or inside a dwelling, structure or other establishment on a property in the Borough of Highlands such that the noise created thereby is plainly audible at a distance of one hundred (100) feet beyond the property line of the noise-generating property.
- b. During daytime hours no person shall permit any noise to emanate from any source or instrument whether natural or artificial, or use equipment outside or inside a dwelling, structure or other establishment on a property in the Borough of Highlands such that the noise created thereby is deemed to be unreasonable by the Borough Code Enforcement Officer or Borough Police Officer. In determining whether a noise is unreasonable the following factors should be considered.
 1. Intensity of the noise
 2. Intensity of the background noise (i.e., ambient sound level when no or minimal noise is emanating from the source under investigation)
 3. Duration of the noise (i.e., period of time it is in operation)
 4. Frequency of the noise (i.e., how often it occurs per hour, per day, per week, etc.)
 5. To what degree the noise is in the control of the owner or other responsible party (e.g., can the volume of an amplifier or similar device be lowered or is the noise level inherent to the activity)
 6. Proximity of the noise source to residential properties
 7. Time of the day the noise occurs
 8. Number and frequency of complaints concerning the noise-generating property
 9. Whether the noise is audible inside the complainant's residence or business
 10. Whether the noise interferes with sleep, conversation, or repose
- c. When an officer can hear plainly audible music or other sound at a distance of one hundred (100) feet beyond the property line of the noise-generating property during nighttime hours, or any unreasonable sound at or within a complainant's property during daytime hours, there is a violation of this section and the violator is subject to the penalties of this chapter.

3-2.3 Partial Enumeration of Prohibited Noise.

The following activities, among others, are declared unreasonably loud, disturbing and unnecessary noise in violation of this chapter:

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

- a. The sounding of a horn or signaling device on an automobile, motorcycle or other motorized vehicle, except as a warning of danger, and then only for such period of time as is reasonably necessary for giving such warning;
- b. The use, operation or playing of any loudspeakers, amplifiers, instrument, or other machines or devices for the producing of sound which is cast upon a public street for the purpose of commercial advertising or attracting the attention of the public;
- c. The shouting of peddlers, hawkers and vendors which disturb the peace and quiet of the neighborhood;
- d. The keeping of any animal or bird which by causing frequent or long-continued noise, such as barking or jabbering, shall disturb the peace, quiet and comfort of neighboring inhabitants; and,
- e. Creating an audible noise, which results in a complaint, beyond the property line of a property under construction or renovation including activities, such as, erection, excavation, demolition, alteration or repair of any building other than between the hours of 7:00 a.m. and 8:00 p.m., Monday through Friday, and 9:00 a.m. and 6:00 p.m. on Saturday and Sunday, except in the case of urgent matters and in the interest of public safety and health.

3-2.4 Exceptions.

The provisions of this chapter shall not apply to:

- a. Any public works projects for construction deemed to be in the public's welfare, safety and for the public good and only with prior approval from the Governing Body.
- b. Sounds created by any government agency by the use of public warning devices.
- c. Sound and vibration emitted for the purpose of alerting people in an emergency or in the performance of the response to an emergency.
- d. Sounds connected with any authorized carnival, fair, exhibition, parade or community celebration or from any municipally sponsored celebration, event, activity or individually sponsored event where a permit or other relevant permission has been obtained from the Governing Body.
- e. The playing by a band or orchestra in a hall or building or in the open air, where duly authorized by the Governing Body.
- f. Noise from an exterior burglar alarm of any building or motor vehicle provided such burglar alarm shall terminate its operation within five (5) minutes after it has been activated.
- g. Noise from domestic power tools, used for routine maintenance, such as, lawn mowers, leaf blowers and similar equipment when operated between the hours of 8:00 a.m. and 8:00 p.m. on weekdays and 9:00 a.m. and 8:00 p.m. on weekends and legal holidays, provided they are equipped with a muffler, if so equipped by the manufacturer, and are properly maintained so to not produce excessive noise.
- h. Noise from snow blowers, snow throwers, and snow plows when operated with a muffler, if so equipped by the manufacturer, for the purpose of snow removal.
- i. Outdoor music, either live or recorded, when operated during the months of May through October and between the hours of 11:00 a.m. and 8:00 p.m. on Sunday, Monday, Tuesday, Wednesday and Thursday, or between the hours of 11:00 a.m. and 10:00 p.m. on Friday and Saturday when such outdoor music is operated in a reasonable manner and at a reasonable sound level. Music which is plainly audible inside a complainant's property, with all windows and doors closed, or music which interferes with conversation (i.e., speech interference) at the property line of the complainant is considered to be unreasonably loud and in violation of this section and the violator is subject to the penalties of this chapter. Establishments which operate with a liquor license and have been found to be responsible for unreasonable noise, as defined herein, may be subject to additional sanctions from the Borough's Alcohol Beverage Control Board which may include restrictions to their liquor license to minimize the likelihood of subsequent violations of this chapter.

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

- j. Nothing herein contained shall be construed to apply to church bells or chimes, or to sounds typically generated by vehicles engaged in the residential sale of ice cream.
- k. Sounds emanating from any youth sporting event sponsored by an organized community organization, the Borough, or any school or school district.

3-2.5 Violations and Penalties.

- a. Any person found guilty of violating any of the foregoing provisions concerning plainly audible noise, unreasonable noise or unnecessary noise shall be subject to a fine not to exceed two hundred and fifty (\$250.00) dollars for an initial violation. For a second violation, the fine shall not exceed five hundred (\$500.00) dollars. For a third violation, the fine shall not exceed seven hundred and fifty (\$750.00) dollars. For a fourth violation, the fine shall not exceed one thousand (\$1000.00) dollars. For a fifth violation, the fine shall not exceed fifteen hundred (\$1500.00) dollars. For a sixth violation, the fine shall not exceed two thousand (\$2,000.00) dollars as well as for any violation thereafter. Additionally, when an offender is found to be a repetitious offender, the offender shall be subject to not more than 30 days imprisonment in the county jail for each subsequent offense. A repeat offender shall be defined as an individual who has violated the statute more than three times within a four-week period of time.
- b. Each day that this chapter is violated shall constitute a separate offense.

3-2.6 Severability.

If any provision of this ordinance is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated.

3-2A RESERVED.

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

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

SECTION FIVE. Effective. This Ordinance shall take effect after final passage and publication as provided by law.

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

ROLL CALL:

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

O-15-11 –Ordinance Repealing Ord. #O-15-11 Accepting Various Deeds & Easement:

Mrs. Cummins read the title of O-15-11 on for introduction and setting of a public hearing date for March 18, 2015.

Mayor Nolan offered the following ordinance and moved on its introduction and setting of a public hearing date of March 18, 2015 at 8:00 pm:

**Borough of Highlands
County of Monmouth
O-15-11**

**AN ORDINANCE REPEALING ORDINANCE NUMBER O-15-5 ACCEPTING
VARIOUS DEEDS AND EASEMENTS FROM NAVESINK CAPITAL PARTNERS, LLC
AND SANDY HOOK DEVELOPERS, LLC**

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

WHEREAS, on February 18, 2015, the Governing Body of the Borough of Highlands adopted Ordinance No. O-15-5; and

WHEREAS, O-15-5 conveyed to the Borough various easements from Navesink Capital Partners, LLC and Sandy Hook Developers, LLC over a portion of Block 101, Lot 27.02 and Lot 27.03; and

WHEREAS, O-15-5 identified Navesink as the owner of Block 101, Lot 27.02; and

WHEREAS, O-15-5 was incorrect at the time of its adoption because Navesink had sold Block 101, Lot 27.02 to Pulte Homes of NJ and therefore Navesink was no longer the owner of Block 101, Lot 27.02; and

WHEREAS, on February 18, 2015, the Borough introduced ordinances O-15-7 and O-15-8, which convey to the Borough various easements from Pulte Homes of NJ, the owner of Block 101, Lot 27.02, and from Sandy Hook Developers, LLC, the owner of Block 101, Lot 27.03; and

WHEREAS, Ordinances O-15-7 and O-15-8 will appropriately convey to the Borough the various easements, which would have been conveyed to the Borough by O-15-5; and

WHEREAS, the Governing Body has determined that it is in the best interests of the residents of the Borough of Highlands to repeal O-15-5.

NOW THEREFORE BE IT ORDAINED by the Governing Body of the Borough of Highlands as follows:

- (1) Ordinance O-15-5 is hereby repealed in its entirety.
- (2) The Mayor, Clerk, and such other Borough officials as may be required, are hereby authorized to take such actions as may be necessary to effectuate the provisions of this Ordinance.
- (3) SEVERABILITY. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.
- (4) REPEALER. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.
- (5) 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:

ROLL CALL:

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

Committee Reports:

Finance

Mr. DeBlasio explained that the 2015 Municipal Budget will be presented to the Council next Friday. It consists of three months of input from Mayor Nolan, Finance Chairwoman Becky Kane and several members of the budget committee. He thanked all who helped. The budget introduction date will be at the March 18th council meeting. He also spoke of the CDBG Essential Service Grant. He went to Trenton yesterday with the Administrator, Purchasing Agent and Accountant to get information on the application process which is due on March 31st.

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

The funds are not guaranteed but we will go after them aggressively. The undetermined amount of money will be released in June. We expect to have on line tax payment by April 1st. The payments won't be accepted until May 1st which is our collection period. He further spoke of our Bonding Attorney. Our 2007 and 2008 bonds can be refunded. Our savings is 7.15m which means the town will save about \$153,000.00. When it happens, he will prepare a resolution.

Public Safety:

Chief Blewett read thru his report.

- * The Highlands Police Department is investigating a report that a man tried to lure an 11 year old female into his vehicle. The victim was walking down Bay Avenue near Welsh Farms on her way home from school shortly after 3:00 p.m. on January 30, 2015 when a black SUV with a dented front fender, and possibly tinted windows, approached the girl. The driver was described as an older white male with grey hair who commanded that the girl get into the vehicle. The girl immediately ran home and called her mother who then contacted police.
- * Jason Woodward, 40 years old, Highlands, was arrested on January 25, 2015 and charged with criminal mischief following an incident in which he caused property damage at the Claddagh by throwing a bar stool.
- * On January 29, 2015, a resident reported that unknown person(s) removed \$200.00 worth of lumber from her Seadrift Avenue property.
- * While investigating a suspicious vehicle that was parked in a local business parking lot on January 31, 2015, officers noted that the New Jersey license plates on the vehicle did not match the vehicle and learned that the license plates were reported stolen out of Newark. Officers subsequently impounded the vehicle pending further investigation.
- * On February 7, 2015, officers responded to a Bay Avenue residence in regard to a reported domestic violence incident. While investigating the reported incident officer arrested Louis A. Palmiotto, 49 years old, on charges of obstruction of justice and possession of a controlled dangerous substance (oxycodone) and Heather G. Rock, 39 years old, on charge of possession of paraphernalia (hypodermic syringes). The Division of child Protection and Permanency was also contacted to follow up as there was a child involved.
- * David E. Morris, 28 years old, Highlands, was arrested on February 6, 2015 and charged with disorderly conduct and obstruction of justice following a fight with a family member. The relative who was highly intoxicated was subsequently transported to a local hospital by the Highlands First Aid Squad for medical treatment.
- * On February 11, 2015, Jedediah Callinan, 25 years old, Highlands, was arrested and charged with possession of a controlled dangerous substance (heroin).

* **Administration:**

- Hiring
 - Special Law Enforcement Officers Class II
 - Interview completed
 - Background investigations still in process
 - Part-Time Police Communications Operator
 - Interviewed (2) applicants
 - Hired and started training (2)
- Holding Room
 - Met with representatives from the NJ State Department of Corrections regarding holding cells for temporary facilities. Under the current DOC regulations this department is unable to hold prisoners other than for processing purposes, therefore, we have to transport prisoners to another facility and provide face to face monitoring of prisoner sometimes creating

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

overtime, as well as, an officer safety issue because we only have two officers on duty most shifts.

- o The State Department of Corrections has supplied this department with information on some possible solutions which Mr. Hill and I are currently exploring.
- Property Maintenance
 - o Met with Council
 - o Researching
 - issues/concerns
 - problems
 - technology
 - ordinances
 - manpower
 - o Tentatively scheduled meeting with code enforcement, borough administration and council representative
- Policies
 - o Writing (2) new policies
 - o Revising several other policies. This is an on-going process updating policies to conform with Attorney General directives.
- Ordinances
 - o Twinlights Terrace
 - Waiting on clarification from tax assessor and engineer due to an issue with street name.
 - o Noise Ordinance
 - Waiting on the adoption of ordinance.
 - Training – waiting on notification from BID regarding a list of business owner interested in attending the session.

* **Training:**

- o Officers attended CPR/AED and oxygen training.
- o Dispatchers received yearly in-service training including updates.

* **Investigations:**

January 29, 2015 – Dsgt. Rogers in cooperation with the Monmouth County Prosecutor’s Office and the Division of Child Protection and Permanency are investigating a child abuse complaint.

The Highlands Police Department is investigating a complaint of a young woman from the Highlands area promoting/offering to have sexual encounters with persons for monetary gains through the internet.

- First Aid
 - o Narcan Administration
On January 18, 2015, officers responded to a report of a possible heroin overdose. Upon arrival the officers found the 35 year old male unconscious and unresponsive on the bathroom floor. Narcan and CPR were administered on scene with no immediate change in the patient’s condition. The Highlands First Aid Squad transported the patient to Monmouth Medical Center, Long Branch where he subsequently passed away.

* **Crisis Calls:**

January 18, 2015, officers responded to assess the mental status of an individual at the family’s request and after conducting an assessment of all the criteria; declined further action.

January 20, 2015, officers responded to a report of a highly intoxicated individual threatening to harm others. Officers subsequently transported the individual to a local hospital for medical treatment.

January 29, 2015, the Highlands Police Department was notified of a potential suicide attempt by an individual with an extensive mental history. Based upon the reported information and the individuals actions officers had to conduct a forced entry into the residence and forcibly remove the individual in order to transport the individual to a local hospital for medical treatment.

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

February 15, 2015, officers responded to a report of a possible drunk driver which involved a domestic incident. Officers located the individual sitting in a parked vehicle that was not in operation and was not his on Shore Drive. As officers approached the vehicle the individual exited and began walking in the sub-freezing weather in just jeans and a t-shirt and after officers identified themselves the individual moved towards them in an aggressive manner before throwing himself on the ground screaming "Don't shoot me, Don't shoot me." Officers subsequently restrained the individual before transporting him to a local hospital for medical treatment based on his actions and prior mental health issues.

* **Community Policing:**

- Explorers
 - Training
 - The Highlands Police Department Explorer Post #1900 hosted a county-wide explorer training session with a Federal Air Marshall as the guest speak at the Shore Casino on January 8, 2015.

* Total Calls for Service: 425

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

JV: 0

* Summons: Total: 37

Moving Violations: 21

Non-Moving: 8

DWI: 0

Boro Ordinance: 8

Administration:

Mr. Hill read thru his report.

1. Department of Public Works / Sanitation Services / Sewer

- a. DPW- continued snow removal efforts during numerous events
- b. Met with school officials with regards to shared services agreement for snow removal and the need to explore additional needs
- c. Continued road (pot holes) --- used over 2,500 lbs of patch material
- c. Tended to 4 reported sewer issues, blockages that had to be removed.
- d. Bulk Pick Up for all Zones – scheduled for March – weather may have an impact for Zone 1 pick-up March 7

2. Building and Housing:

a. CONSTRUCTION OFFICE

New Permits 24 Permit Updates 9 = 33 (Total 30 Rehab / 3 new)

Total Fees Feb 2015 = \$25,619

Cost of Construction as per permits \$746,833

Sub-Code Inspections 17 Building, 26 Electrical, 13 Fire, 17 Plumbing

b. Zoning Office:

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

FLOODPLAIN 14 Approvals 10 Letters of Compliance
2 Sub. Damage Determinations

ZONING 16 Approvals 2 Denials
1 Mercantile Approval 2 Violations issued

c. **Code Enforcement:** 30 inspections - 8 Violations 20 CO's issued .

d. **Property Maintenance** 12 complaints responded to 9 resolved. 3 Violations sent, 4 others in court process.

4. Fire Department: Calls: 20

Training: Members recertified on SCBA masks and attended annual recertification training.

Misc: The department responded to numerous pipe break/water leak calls in town and numerous request for Mutual Aid out of town. On 19 Feb the dept responded to 363 shore drive for a working structure fire. The fire was put out pretty quickly. The fire is being investigated by the Highlands Fire Prevention office and Monmouth County Fire Marshalls office.

5. OEM / Fire Prevention - **February 2015**

Highlands OEM

- Public information continues to be disseminated for winter storms.
- Borough Emergency Operations Plan completed and being sent to County and State for approval.
- Coordinator and deputies working on communications licensing for the Borough and developing a plan for local and Monmouth County transitions to the new system. Must be in full compliance by May 1st 2015. May require additional equipment. Short term and intermediate plans being developed. Will be requesting a meeting with Tim Hill and Kevin Redmond to review.
- Port Security - Meeting and discussing Highlands Marine capabilities 2015 (Fire-Rescue).

Highlands Fire Prevention Bureau

- NJ Division of Fire Safety Report due. Report information being entered into DCA website. Borough Administrator will need to review in website when completed.
- Reviewing new Emergency Reporting Software for fire department and fire prevention to integrate with Monmouth County 911 system.
- Continuing with 2015 fire inspections.
- Working with contractors in the final stages of the firehouse building upgrades. All going well.

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

5. Recreation Dept.

- a. Kids on the Move Program – Mon, Tues, Wed afternoons at HES 33 registered
- b. Adult Open Gym Indoor Soccer – Wed eves at HHRS 25 registered
- c. High School teen night held January 9th.
- d. Adult Volleyball – Thursday evenings at HHRS Feb. 26 – April 30, 23 registered
- e. Middle School Teen Night scheduled for March 13th, at HES.
- f. Easter Egg Hunt - Saturday, March 28th 10:00 a.m. at the HES Athletic Field. Prizes & refreshments available. Please bring your own basket or bag to collect the eggs. Rain date is Sunday, March 29th at 1:00 pm.
- g. Senior Citizen St. Patricks Luncheon will be held March 26th. 12 noon at the VFW – for reservations, Contact Rose Pinho 732-291-7512.

6. Administration

- a. RFP for Master Plan – responses rec'd 2/27 will be forwarded to planning board for review.
- b. RFP's for Clam Depuration Plant Operation / Management and Business Constultantcy Services --- Advertised in Star Ledger, APP and Commercial Fishing Publication. Info also sent various marine fishery type industries. Responses due on March 20, 2015.
- c. RFP for Hazard Mitigation Plan Update through funding provided by SRPR planning funds. Responses due on March 10, 2015.
- d. FEMA Preliminary Flood Insurance Rate Map Monmouth County Open House Session: was held on Friday, February 20th, 2015, at. Henry Hudson Regional School. Over 200 residents from our area attended.
- e. Attended Monmouth County Community Development Block Grant Meeting on Feb. 17 for 2016 funding. If eligible, we can apply for up to \$200K.
- f. Attended NJ Transit meeting on Feb. 20th for area wide transportation study that is being conducted by Rutgers. Communities present were able to also explain local issues and transportation modes that are already in use.

Board of Education:

Ms. Ryan asked Mr. Hill for updates on FEMA funding.

Mr. Hill explained that he, Ms. Kane and Mr. Redmond with FEMA consultants on Monday. The review of the Community Center is in FEMA's hands. We want this pushed thru, no delays. They will be raising all the utilities and replacing wiring.

Ms. Ryan and Mr. Hill had a brief discussion.

Ms. Ryan stated that the school is in need of books for Kindergarten thru 8th grade. The books can be dropped off at the school.

HBP:

Ms. Kane read thru the submitted report.

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

Marketing & Events Committee

Chili Cook-Off – The 3rd Annual Chili Cook-Off was held at Windansea on February 22nd. We had a good turnout, and members from three pipe bands performed along with the children from Daly Irish Dance. Joe Burke was honored as St. Brendan the Navigator for the 2015 parade and was presented with his sash. The proceeds were \$2,075.00.

Guinness Run – The 2nd Annual Guinness Run will take place on March 14th, at 2PM at The Chubby Pickle. The race will begin at The Chubby Pickle, 23 Bay Ave, Highlands, NJ where contestants will fill their cup and race to Miller Street and back to the finish line at The Pickle. The runner with the most liquid in their cup at the end of the race will win the Guinness Run. There is a \$25.00 registration fee which includes, a commemorative t-shirt, Guinness pint glass, access to the Post-Race Pub Crawl and access to the Post-Race party at The Chubby Pickle.

We are preparing for the upcoming parade on Saturday, March 21st at 2:00 PM. Ten pipe bands have been secured and we are expecting a great parade. We are seeking volunteers for check in, line up, parade marshals and finish line. Please contact our office if you can spare a few hours.

2015 Visitor Guide – The 2015 Visitor Guide has been updated and 10,000 additional copies are being printed. They will be distributed to Monmouth County Tourism Department to local establishments immediately upon delivery. HBP attended the Visit Monmouth Launch at Spark and the County Guides are in circulation.

Visual Improvement Committee

A Statement of Qualifications for a muralist for the Miller Hill wall Project has been prepared and reviewed by Mr. Hill. The document is published on our website and Facebook page. Our goal is to secure a muralist that complies with the SOQ requirements to begin the project as soon as weather permits. We formed a sub-committee with a few members of HBP and our Council liaison. The theme will be welcoming and will showcase the town's highlights such as beaches, lighthouse, boats, dining, etc.

We will work with the town for a spring clean-up letter to be distributed, we need to get people to clean their yards and not just on Bay Avenue.

Economic Development Committee – We are forming a sub-committee to revisit electric in Veterans Park. We are looking forward to Spring to finalize the Boardwalk project. We will be raising money for additional park improvements at our upcoming events.

Robin Hood Grant – As of today 23 projects have been completed. Two homes are in progress; one waiting for concrete when the weather permits and a second will begin within the next few weeks. This will close out the program and we will submit the final report to Robin Hood as required.

Shared Services:

Mr. Hill explained that we are setting up meetings for potential shared services and looking at public facilities. He will give a more detailed report when all information is prepared.

Website RFP:

Ms. Ryan stated that six months she was directed to put a committee together and come with ideas to improve the website. The survey sent out. They received a great response. They compiled the response into this final report. The council and various departments need to review and approve it. Then action will be taken.

Mayor Nolan asked the governing body to review it and give their input.

Ms. Ryan asked council to send her their comments.

Mayor Nolan stated that their goal is to get the RFP out by April 1st.

Other Business:

Monmouth County Park System – WWII Gun to Hartshorne Woods Park:

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

Mr. Hill stated that the Monmouth County Park System WWII Gun from the Battleship New Jersey will be moved to Hartshorne Woods Park. The County did send notices to residents affected by the move. It will take about a half hour to move the gun. They have also posted a \$100,000.00 road bond. The move should be happening with in a few weeks.

Discussion: R-14-220 – Resolution concerning Social Media:

Ms. Ryan explained that this is not a legal procedure. This is just for discussion as directed by Mayor Nolan at the last meeting based on discussion in the public portion. She then read her revised version of R-14-220. She also feels that this should be added to the employee handbook.

Mayor Nolan asked the governing body to read it and will discuss at the next meeting.

Mayor Nolan and Ms. Kane will discuss it and present their thoughts at the next meeting.

Public Portion:

Mr. Francy of Valley Street feels there is a typo in R-15-73.

M. DeBlasio explained that it would be corrected before it is certified.

Mr. Francy questioned Mr. Redmond about the project R-15-73.

Mr. Redmond responded that an email was sent out with updates today by Mr. Leubner. We are moving forward and bids should go out in early spring.

Mr. Francy asked about updates on Borough Hall.

Mayor Nolan stated that he cannot make public comments at this time.

Carol Bucco of 330 Shore Drive asked about the grant writer and the judge.

Mayor Nolan stated they had three candidates and they hired Bruno out of Clifton, NJ.

Mayor Nolan explained that they have interviewed three candidates for the judge position and will hopefully appoint a judge at the next meeting.

Kim Skorka of 315 Shore Drive stated that she has a problem with ice by her curb line and storm drains. She also spoke of the noise ordinance and would like to see it move forward.

Tricia Rivera of 31 Waterwitch spoke of her issues with snowplowing and covering storm drains.

Mr. Redmond explained that the roads are not wide enough to get it curb to curb, plus cars are parked. We are looking into clearing sidewalks and dealing with a lot of vacant properties.

Tricia Rivera asked about the qualifications of the grant writer.

Mr. Hill stated that all of the RFP's were good and he further explained. We did research each candidate's records.

There were no further questions.

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

**Borough of Highlands
Mayor & Council
Regular Meeting
March 4, 2015**

The Meeting adjourned at 8:48 p.m.

Debby Dailey, Deputy Clerk